

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

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# Troy Housing Authority Plans

5 Year Plan for Fiscal Years 2005 - 2009  
Annual Plan for Fiscal Year 2006

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name:** Troy Housing Authority

**PHA Number:** NY012

**PHA Fiscal Year Beginning: (mm/yyyy)** 01/2006

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- Main administrative office of the PHA: One Eddy's Lane, Troy, New York 12180
- PHA development management offices
- PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA: One Eddy's Lane, Troy, New York 12180
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA: One Eddy's Lane, Troy, New York 12180
- PHA development management offices
- Other (list below)

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2005 - 2009**

[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here):

The Troy Housing Authority strives to improve the quality of life within the City of Troy by providing decent, safe and sanitary homes to the families and individuals who choose to live in our settings; increasing the availability of economic opportunities and affordable housing to promote self-sufficiency and homeownership; and assuring equal access to fair housing for everyone in the community.

Recognizing that efficient operations are essential in order to continue to perform the vital role that we play in the community, we commit ourselves to open communication, professionalism and fiscal responsibility as we develop partnerships with others to best meet the needs of our residents, whom we recognize as our most valuable asset.

## **B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

### **HUD Strategic Goal: Increase the availability of decent, safe, & affordable housing.**

- PHA Goal: Expand the supply of assisted housing to the fullest extent needed.
- Objectives:
- Apply for additional rental vouchers
  - Reduce public housing vacancies
  - Leverage private or other public funds to create additional housing opportunities
  - Acquire or build units or developments
  - Other (list below)

**REVIEW:** The Troy Housing Authority, like most other housing authorities, is presently adjusting to diminished funding for rental vouchers. From 7/1/03 to 9/18/05 our Section 8 Waiting List had been closed. When it reopened on 9/19/05 there were over 300 applicants on the first day. We have made great efforts to address public housing vacancies by reducing the length of time for turnover. We have revitalized an unsubsidized NYS Public Housing Complex (Kennedy Towers) using private investment through Low Income Housing Tax Credits, NYSDHCR Grants, Project-based Section 8 and other resources. We are presently working with the City of Troy, Rensselaer County and Rensselaer Polytechnic Institute on a plan to redevelop a significant portion of our downtown area with businesses, community services and housing (including subsidized housing).

- PHA Goal: Improve the quality of assisted housing
- Objectives:
- Improve public housing management: (PHAS score) by at least 10%.
  - Improve voucher management: (SEMAP score) by at least 10%
  - Increase customer satisfaction: as indicated on RASS surveys.
  - Concentrate on efforts to improve specific management functions:  
(e.g., centralization of management offices and/or technological interfacing of all departments and services while retaining sufficient site based support and complying with anticipated HUD rules on site based accounting/management)
  - Renovate or modernize public housing units: Taylor Apts. (12-2) & others as needed
  - Demolish or dispose of obsolete public housing.
  - Provide replacement public housing: for any units taken out of service.
  - Provide replacement vouchers: when this is the most suitable option.
  - Other: (list below):

**REVIEW:** PHAS Score went from 79 in 2003 to 82 in 2004 and SEMAP Score has remained at or above 100% for the past two years. Resident Satisfaction Survey score remained at 9 out of 10 for the past two years. Upgrades to computer systems continue and plans are being formed to relocate the Maintenance Offices to a new location. Renovations on Taylor 3 are nearly complete and options are being considered for Taylor 1 & 2.

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling.
- Conduct outreach efforts to potential voucher landlords
- Evaluate and set appropriate voucher payment standards
- Implement voucher homeownership program
- Implement public housing or other homeownership programs
- Implement public housing site-based waiting lists (if required by HUD)
- Convert public housing to vouchers: conduct assessments to determine need or desire to convert.
- Other: (list below)  
In lieu of site based waiting lists, continue to offer prospective tenants 3 apartment choices which do not include sites they have already declined based on site location. This approach seems to offer the most flexibility while retaining an ability to address concentration and income mixing concerns.

**REVIEW:** Diminished funding from HUD for rental vouchers has limited our efforts in the areas of voucher mobility and landlord outreach and we have had to reduce our payment standard. With the reopening of the Section 8 Waiting List these activities will again move to the forefront. We have established a voucher homeownership program and anticipate our first homeowner in the near future. We continue to use a centralized waiting list and offer prospective tenants 3 apartment choices.

**HUD Strategic Goal: Improve community quality of life and economic vitality**

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement and/or continue public housing security improvements.
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below): Explore starting a Good Tenant/Neighbor Training Program

**REVIEW:** All general occupancy developments with more than 100 units fall within the income band recommended by HUD (85% to 115% of the Average of \$13,415.10). Two smaller developments are below this band – Fallon with 40 units and an average income of \$10,219.33 and Phelan with 89 units and an average income of \$11,910.71. One smaller unit is also above the band – Grand Street with 42 units at \$20,781.47. Efforts are underway to raise the incomes of persons in the incomes below the band and encourage higher income applicants to move into these developments. As remaining units at Grand Street are modernized it is anticipated that they will be accessible to lower income tenants. Good Tenant/Neighbor Training Program has not yet been implemented.

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
  - Increase the number and percentage of employed persons in assisted families: by at least 10%.
  - Provide or attract supportive services to improve assistance recipients' employability: transportation, day care, education, job training, etc.
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - Other: (list below)  
Assist in the development of a coordinated, citywide system of resources, services and activities that promote self-sufficiency and asset development.

**REVIEW:** The number of residents reporting income from wages has remained steady at 44% for the past two years. We have applied to HUD for a Public Housing Family Self-Sufficiency (PHFSS) Program Coordinator, and two Resident Opportunity and Self-Sufficiency (ROSS) Programs (one to provide employment opportunities and supportive services to families and the elderly and the other to promote homeownership among our residents). We are also working with Social Work Interns to bring some services to our residents and we have been working with staff from the City of Troy and RPI on a coordinated, citywide system of resources, services and activities that promote self-sufficiency and asset development (including Connected Kids and a current Rubin Community Fellows Project).

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other:

**REVIEW:** The Troy Housing Authority is committed to carrying out the duty to affirmatively further fair housing opportunities for classes protected under the Fair Housing Act. Protected classes include race, color, national origin, religion, sex, disability, and familial status. This will include addressing issues raised in the Analysis of Impediments (AI) to Fair Housing identified by the City of Troy.

**Other PHA Goals and Objectives: (list below)**

**Annual PHA Plan**  
**PHA Fiscal Year 2003**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Agency Plan for fiscal year 2006 for the Troy Housing Authority, which includes a review of our 2005-2009 Five-year plan, as well as our Capital Improvements Plans, was developed based on existing housing authority operations and HUD regulations. Input from residents, staff and the community about how the Troy Housing Authority can make improvements to better serve our residents and the community helped to guide the content of the materials where applicable.

The Troy Housing Authority continues to work towards actualizing several HUD strategic goals as outlined in our 5-Year Plan for 2005-2009. Our Capital Improvements Plan, which is incorporated in this submission, also expresses our intent to maintain and improve our properties.

The plans set forth in this document are the official plans of the Troy Housing Authority. Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals and objectives of the agency and which require formal approval of the Board of Commissioners. We understand that any such changes will require a full public hearing process and HUD review before implementation.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)] Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

## **Table of Contents**

### **Annual Plan**

- i. Executive Summary
- ii. Table of Contents
- iii. Listing of Attachments and Supporting Documents
  1. Housing Needs
  2. Financial Resources
  3. Policies on Eligibility, Selection and Admissions
  4. Rent Determination Policies
  5. Operations and Management Policies
  6. Grievance Procedures
  7. Capital Improvement Needs
  8. Demolition and Disposition
  9. Designation of Housing
  10. Conversions of Public Housing
  11. Homeownership
  12. Community Service Programs
  13. Crime and Safety
  14. Pets
  15. Civil Rights Certifications (included with PHA Plan Certifications)
  16. Audit
  17. Asset Management
  18. Other Information
  19. Attachments Section Break



## Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

### Required Attachments:

- Admissions Policy for Deconcentration
- FY 2006 Capital Fund Program Annual Statement (Projected)
- Implementation of Public Housing Resident Community Service Requirement
- Most recent board-approved operating budget (**Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY**)

### Optional Attachments:

- PHA Management Organizational Chart
- FY 2006 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Capital Fund Program Performance & Evaluation Reports:
  - ⊙ CFP 2002 Performance & Evaluation Report
  - ⊙ CFP 2003 Performance & Evaluation Report
  - ⊙ CFP 2003 Set Aside Performance & Evaluation Report
  - ⊙ CFP 2004 Performance & Evaluation Report
  - ⊙ CFP 2005 Performance & Evaluation Report
  - ⊙ CFP Replacement Reserves P & E Report
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
  - Community Comments
  - Section 8 Project Basing Plan
  - RASS 2004 Follow Up Plan

## Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X (incorporated in PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations item # 6)	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance

### List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
<b>X</b>	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
<b>X</b>	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
<b>X</b>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	
<b>X</b>	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	
	Approved or submitted applications for demolition and/or disposition of public housing	
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	
<b>X</b> CFO's Office	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

## **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the “Overall” Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact.” Use N/A to indicate that no information is available upon which the PHA can make this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	3,116	5	4	5	5	5	5
Income >30% but <=50% of AMI	1,958	5	4	5	4	5	5
Income >50% but <80% of AMI	3,451	4	4	4	4	4	4
Elderly	7,643	4	3	3	3	3	4
Families with Disabilities	2,556	4	4	4	4	4	4
Race/Ethnicity (black)	2,119	4	4	4	4	5	5
Race/Ethnicity (Asian)	571	3	4	4	4	5	5
Race/Ethnicity (Hispn)	280	4	4	4	4	5	5
Race/Ethnicity (Am.In)	55	4	4	4	4	5	5
Race/Ethnicity (2 races+)	314	4	4	4	4	5	5
Race/Ethnicity (other)	312	4	4	4	4	5	5

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s Indicate year: 2000 & 2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset and others (Available 2000 Census data)
- American Housing Survey data. Indicate year:
- Other housing market study. Indicate year: 2000 THA – Housing Stock Analysis
- Other sources: (list and indicate year of information)  
City of Troy Community Profile 1999  
City of Troy Housing and Community Economic Development Study 1995

Table represents community in general, tenants wanted it noted that THA apartments are of a better quality & better maintained than options available.

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List				
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing (08/08/05) <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:				
	# of families	% of total families	Average # Days on Wait List	2004 Unit Turnover
Waiting list total	577		301	187
Extremely low income <=30% AMI	529	91.6811%		
Very low income (>30% but <=50% AMI)	43	07.45233%		
Low income (>50% but <80% AMI)	11	01.90641%		
Families with children				
Elderly families				
Families with Disabilities	14	02.42634%		
White	347	60.13864%		
Black	221	38.30155%		
Indian or Alaskan	3	.51993%		
Asian	6	01.03986%		
Hispanic	108	18.7175%		
Non-Hispanic	469	81.28249%		
Characteristics by Bedroom Size				
0BR	1	00.17331%	21	1
1BR	222	38.47487%	261	27
2 BR	158	27.38301%	262	102
3 BR	141	24.43674%	437	39
4+ BR	55	9.53206%	528	18

<b>Housing Needs of Families on the Waiting List</b>	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
If yes: How long has it been closed (# of months)?	
Does the PHA expect to reopen the list in the PHA Plan year?	
<input type="checkbox"/> No <input type="checkbox"/> Yes	
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?	
<input type="checkbox"/> No <input type="checkbox"/> Yes	

## **B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists (continued)**

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Average # Days of on Wait List
Waiting list total	75		1157
Extremely low income <=30% AMI	61	81.33333%	
Very low income (>30% but <=50% AMI)	10	13.33333%	
Low income (>50% but <80% AMI)	04	05.33333%	
Families w/children			
Elderly families			
Families w/disabilities	9	12.00%	
White	48	64.00%	
Black	26	34.6666%	
Indian or Alaskan	1	01.3333%	
Asian	0	00.00%	
Hispanic	11	14.6666%	
Non-Hispanic	64	85.3333%	
Bedroom Size			
0 BR	1	01.3333%	1088
1BR	43	57.3333%	1042
2 BR	17	22.6666%	1005
3 BR	8	10.6666%	1346

<b>Housing Needs of Families on the Waiting List</b>			
4+ BR	6	08.00%	1306
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes  (Reopened on 09/19/05 after closing on 7/1/03)  If yes: How long has it been closed (# of months)?  Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes  Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  <input type="checkbox"/> No <input type="checkbox"/> Yes</p>			

### **C. Strategy for Addressing Needs**

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### **(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

#### **Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development (as deemed appropriate)
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources (as deemed appropriate)
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration; and/or by project basing some tenant based certificates.
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below): Pursue project-basing some existing vouchers to address difficulties related to locating suitable rental units.

#### **Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance. Or at least identify same.
- Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list): Use Section 8 Vouchers to Project-base units for the elderly.

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply



- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)  
Explore developing more single floor, handicap adaptable apartments as public housing and/or through Project-basing of Section 8 vouchers.

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints

- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b> (based on 2004)	<b>Planned Uses</b>
<b>1. Federal Grants</b>		
a) Public Housing Operating Fund (-)	\$4,247,783	
b) Public Housing Capital Fund	2,453,194	
c) HOPE VI Revitalization		
d) HOPE VI Demolition (Ahern)		
e) Annual Contributions for Section 8 Tenant-Based Assistance	4,876,074	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant (for Ahern site)		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b> (based on 2004)	<b>Planned Uses</b>
<b>3. Public Housing Dwelling Rental Income</b>	2,892,486	
<b>4. Other income</b> (list below)		
<b>5. Non-federal sources</b> (list below)		
Reserve Fund Interest	204,012	
<b>Total resources</b>	<b>\$14,673,549</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number):
- When families are within a certain time of being offered a unit: (state time):  
**Within 60 days of being offered a unit.**
- Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

##### **(2) Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office - Tenant Relations Office at Taylor
- Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection

1. How many site-based waiting lists will the PHA operate in the coming year? 0

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)? If yes, how many lists? NA

3.  Yes  No: May families be on more than one list simultaneously? If yes, how many lists? NA

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)? NA

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b.  Yes  No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

a. Income targeting:

- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies (immediate priority)  
 Overhoused – mandatory transfer\*  
 Underhoused\*  
 Medical justification\*  
 Administrative reasons determined by the PHA (immediate priority)  
 Resident choice: (state circumstances below)  
 Other: Safety reasons determined by PHA Administration (immediate priority)

\* occurs at a time/date determined by PHA based on needs of housed family & families on the wait list

Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
 Victims of domestic violence  
 Substandard housing  
 Homelessness  
 High rent burden (rent is > 50 percent of income) residing in a FMR apartment.

Other preferences: (select below)

- Working families and those unable to work because of age (65+) or disability not related to alcohol or other substance abuse  
 Veterans/Current Military Service Personnel and their families  
 Residents who live in the jurisdiction  
 Those enrolled currently in educational, training, or upward mobility programs  
 Households that contribute to meeting income goals (broad range of incomes)  
 Households that contribute to meeting income requirements (targeting)  
 Those previously enrolled in educational, training, or upward mobility programs  
 Victims of reprisals or hate crimes  
 Other preference(s):

Families of Federally-declared disasters who are Section 8 voucher holders or public housing residents in another jurisdiction will receive preference over the waiting list placeholders. Other families of Federally-declared disasters (i.e. those who are not Section 8 voucher holders or public

housing residents) will receive one admission preference point due to their displacement caused by a Federally-declared disasters. Other preference points will be granted based on their status prior to the natural disaster. (Approved by Board of Commissioners 09-09-05)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (50% of Income in a FMR setting).

Other preferences (select all that apply)

- 1\* Working families and those unable to work because of age (65+) or disability not related to alcohol or other substance abuse**
- 1\* Veterans/Current Military Service Personnel and their families**
- 1\* Applicants who live in Troy, New York (including applicants temporarily placed outside the city, through no fault of their own, by Rensselaer County Department of Social Services whose last permanent address was within the City of Troy, New York).**
- Applicants who work in Troy, New York
- Applicants who live in New York State Capital Area Counties
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s):

Families of Federally-declared disasters who are Section 8 voucher holders or public housing residents in another jurisdiction will receive preference over the waiting list placeholders. Other families of Federally-declared disasters (i.e. those who are not Section 8 voucher holders or public housing residents) will receive one admission preference point due to their displacement caused by a Federally-declared disasters. Other preference points will be granted based on their status prior to the natural disaster. (Approved by Board of Commissioners 09-09-05)

3. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list): The PHA's resident lease informational video.

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b.  Yes  No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site based waiting lists
- If selected, list targeted developments below:

- Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

d.  Yes  No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

## **B. Section 8**

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, & until completely merged into the voucher program, certificates).**

### **(1) Eligibility**

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation



- Criminal and drug-related activity, more extensively than required by law or regulation.
- More general screening than criminal & drug-related activity (list factors below)
- Other (list below)

- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity
- Other (describe below)

We are exploring how we handle this information; presently we do not share it with prospective landlords.

**(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office  
Section 8 and Tenant Selection Office at Taylor Apartments
- Other (list below)

**(3) Search Time**

a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below: Expressed difficulty in locating a suitable unit.

**(4) Admissions Preferences**

a. Income targeting

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income) residing in a FMR apartment.

Other preferences: (select below)

- Working families and those unable to work because of age (65+) or disability not related to alcohol or other substance abuse
- Veterans/Current Military Service Personnel and their families
- Residents who live in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s):

Families of Federally-declared disasters who are Section 8 voucher holders or public housing residents in another jurisdiction will receive preference over the waiting list placeholders. Other families of Federally-declared disasters (i.e. those who are not Section 8 voucher holders or public housing residents) will receive one admission preference point due to their displacement caused by a Federally-declared disasters. Other preference points will be granted based on their status prior to the natural disaster. (Approved by Board of Commissioners 09-09-05)

4. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use each number more than once, etc.

Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (50% of Income in a FMR setting).

Other preferences (select all that apply)

- 1\* Working families and those unable to work because of age (65+) or disability not related to alcohol or other substance abuse**
- 1\* Veterans/Current Military Service Personnel and their families**
- Applicants who work in Troy, New York
- 1\* Applicants who live in Troy, New York (including applicants temporarily placed outside the city, through no fault of their own, by Rensselaer County Department of Social Services whose last permanent address was within the City of Troy, New York).**
- Applicants who live in New York State Capital Area Counties
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s):

Families of Federally-declared disasters who are Section 8 voucher holders or public housing residents in another jurisdiction will receive preference over the waiting list placeholders. Other families of Federally-declared disasters (i.e. those who are not Section 8 voucher holders or public housing residents) will receive one admission preference point due to their displacement caused by a Federally-declared disasters. Other preference points will be granted based on their status prior to the natural disaster. (Approved by Board of Commissioners 09-09-05)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below) On file at subcontracting agencies offices (Joseph's House, YWCA & Unity House)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list) Current Special Purpose Section 8 Programs are subcontracted to local agencies that handle all aspects of the programs (including marketing).

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or

minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

2.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

3. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

Established Flat Rents are presently under review and will be adjusted for January 1, 2006 to be set at 75% of the Fair Market Rent. This will result in Flat Rents Adjustments as follows:

Studio Apartment ... From \$309 to \$405	Three Bedroom .... From \$552 to \$609
One Bedroom ..... From \$414 to \$419	Four Bedroom ..... From \$619 to \$657
Two Bedroom ..... From \$442 to \$509	Five Bedroom ..... From \$711 to \$755

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member (100% first year, 50% second year)
- For increases in earned income
- Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences income increase, decrease or source change (notification must be within 10 days of change occurring)
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)
- Other (list below)

g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below): **Existing Flat Rents based on 1999 FMR, 95% Rent & Costs + Debt Service. Rent Reasonableness Study will result in new Flat Rents in 2004 or 2005. Flat Rents in 2006 will be at 75% of FMR.**

## **B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR, for units of three or more bedrooms
- 100% of FMR, for units of 2 bedrooms or less
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard?  
(select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level?  
(select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below): Availability of suitable apartments based on payment and Rent Reasonableness Study.

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)



## 5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows: Included with the attachment.

### B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1,273	250
Section 8 Vouchers	804	150
Section 8 Certificates		
Section 8 Mod Rehab	30 (YWCA)	
Special Purpose Section 8 Certificates/Vouchers (list individually)	40 (NSA-1) 80 (NSA-2) 99 (Burns)	2 (NSA-1) 4 (NSA-2) 20 (Burns)
Public Housing Drug Elimination Program (PHDEP)	NA	NA
Other Federal Programs (list individually)	11 (Shelter+Care-1 JH Inn-9+Lansing-2) 18 (Shelter+Care-2 JH Lansing) 25 (Shelter+Care-3 UH Scattered) 23 (Shelter+Care-4 UH Scattered) 12 (Shelter+Care-5 CC Scattered)	4 (S+C-1) 6 (S+C-2) 6 (S+C-3) 5 (S+C-4) 2 (S+C-4)

### C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: THA Maintenance Plan
- (2) Section 8 Management: THA Section 8 Administrative Plan

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### **A. Public Housing**

1.  Yes  No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office  
 PHA development management offices  
 Other (list below)

### **B. Section 8 Tenant-Based Assistance**

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office  
 Other: THA Tenant Relations Office

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

**(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name): **CFP Annual Statement Parts I, II & III**

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

**(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name): **Optional Table for 5-Year Action Plan for Capital Fund (Component 7)**

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes  No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway
- Demolition Plan approved, revitalization/replacement application planned.

Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

John F. Kennedy Towers NYS-126 (NYS Public Housing)  
Possibly John P. Taylor Apartments (NY012-002)

Yes  No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

The revitalization of a 265 unit NYS Public Housing Facility, the John F. Kennedy Towers, is currently underway. At the end of the project the 135 units will be significantly larger and handicapped accessible/adaptable units.

**8. Demolition and Disposition** [24CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description: **Taylor Apartments Buildings 1 and 2 are presently being vacated in anticipation of replacement or renovation. Depending on the course of action chosen these building may be demolished and the Troy Housing Authority may choose to dispose of the property. This may occur in conjunction with the Troy Housing Authority disposing of other property at the site of the former Ahern Apartments that were demolished in 2000. Ownership or control, through a long term lease arrangement, of this site may be relinquished to a new entity in conjunction with a mixed finance development project that will result in the replacement of the units from Taylor 1 & 2.**

3.  Yes  No: Has the PHA provided the activities description information in the optional Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: John P. Taylor Apartments, Buildings 1 and 2
1b. Development (project) number: NY012 - 02
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: Possibly 2006
5. Number of units affected: 140
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: Still in the preliminary planning stages. b. Projected end date of activity:

<b>Demolition/Disposition Activity Description</b>
1a. Development name: John J. Ahern Apartments Site, Building Demolished in 2000
1b. Development (project) number: NY012 - 03
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: Possibly 2006
5. Number of units affected: 140
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

7. Timeline for activity:
- a. Actual or projected start date of activity: Still in the preliminary planning stages.
  - b. Projected end date of activity:

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities** [24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Previously-approved Designation Plan?
6. Number of units affected:

7. Coverage of action (select one)

Part of the development

Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1.  Yes  No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined plans may skip to component 11.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

#### **Conversion of Public Housing Activity Description**

1a. Development name:

1b. Development (project) number:

2. What is the status of the required assessment?

Assessment underway

Assessment results submitted to HUD

Assessment results approved by HUD (if marked, proceed to next question)

Other (explain below)

3.  Yes  No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)

4. Status of Conversion Plan (select the statement that best describes the current status)

Conversion Plan in development

Conversion Plan submitted to HUD on: (DD/MM/YYYY)

Conversion Plan approved by HUD on: (DD/MM/YYYY)

Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

Units addressed in a pending or approved demolition application (date submitted or approved:

Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )

Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:

- )
- Requirements no longer applicable: vacancy rates are less than 10 percent
  - Requirements no longer applicable: site now has less than 300 units
  - Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

The Troy Housing Authority has nine developments that are the subject the Required Initial Assessments Final Rule (NY12-001, NY12-002, NY12-004N, NY12-004S, NY12-006, NY12007 , NY12-009, NY12-012, NY12 008 and NY12-011). Based on assessments of all covered developments the housing authority has determined that voluntary conversion is presently not appropriate for any of these sites. This determination has been made based on the anticipated expense of conversion as well as the negative impact that conversion could have on the availability of affordable housing in our community.

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description



Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

### 2. Program Description:

#### a. Size of Program

- Yes  No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants  
 26 - 50 participants  
 51 to 100 participants  
 more than 100 participants

**We are still reviewing the Final Rule issued 09/12/00 to determine if and how we will administer a Section 8 Homeownership Program.**

#### b. PHA-established eligibility criteria

- Yes  No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

- Yes  No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

### **B. Services and programs offered to residents and participants**

#### **(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	Pending Award of Funding	
Section 8	50 – in our optional program	30 (+7 graduates + 5 voluntary dc & 3 non-compliance dc)

b.  Yes  No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size? If no, list steps the PHA will take below:

Current recruitment on hold awaiting re-funding.

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

**A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

Arnold E. Fallon Apartments  
John P. Taylor Apartments  
Griswold Heights  
Phelan Court

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

All THA developments benefit from the above referenced activities.

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases (THA Officers)
- Police regularly meet with the PHA management and residents (THA Officers)
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below): THA employs own Peace Officers

3. Which developments are most affected? (list below)

All THA developments benefit from the above referenced activities.

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan in this PHA Plan?
- Yes  No: The PHDEP Plan is an Attachment.

## **14. RESERVED FOR PET POLICY** [24 CFR Part 903.7 9 (n)]

### **RESIDENTIAL DWELLING LEASE RIDER - PET POLICY**

Pursuant with U.S. Department of Housing and Urban Development, 24 CFR Part 960, Final Rule “Pet Ownership in Public Housing,” regulations allow pet ownership in public housing projects. The Troy Housing Authority hereby establishes the following reasonable rules for keeping/owning pets in public housing projects.

- 1) Tenants may be permitted to have a common household pet suitable for occupancy in settings with many residents sharing common open areas.
- 2) A common household pet suitable for such settings is defined as a bird, fish or other small animal that is kept in the home, in a cage or tank, for pleasure rather than commercial purposes.
- 3) A maximum of two birds and/or other small animals (hamsters, gerbils, ...) will be allowed per apartment. These animals must be kept caged at all times and an aquarium shall not exceed 15 gallons and must be placed on a stable base.
- 4) All pets must be registered with the Management Office before being brought to reside on the premises and registration must be updated annually. Registration must include the name, address, telephone number and signed statement from a responsible party that will care for the pet if the owner dies, is incapacitated or otherwise unable to care for the pet.
- 5) Pet waste disposal is the responsibility of the pet owner. Pet wastes are not to be left in any common public area (including grounds). Pet wastes are to be placed in a plastic bag, tied tightly, and deposited in the appropriate receptacle (cage liners are to be completely changed at least weekly, fish tank water is to be regularly filtered or changed at least weekly).
- 6) Extermination of any animal related pests is the responsibility of the pet owner.
- 7) Pet owners must comply with all applicable state/local laws governing the care and handling of pets and take necessary steps to control any noise caused by the pet.
- 8) Any pet that is continually making noise or otherwise disturbing to other residents must be permanently removed from the premises.
- 9) Residents who own pets will be responsible for expenses incurred as a result of the pet. This may include, but not be limited to, apartment fumigation, the cost of

- repairs or replacements of damaged property, the cost of removal or disposition of the pet if necessary.
- 10) Any pet determined to constitute a nuisance or threat to the health or safety of other residents shall be removed by the appropriate community authority at the expense of the resident.
  - 11) Leases of all project residents shall incorporate, by reference, the pet rules.
  - 12) Violation of these rules may be grounds for removal of the pet or termination of the pet-owners tenancy, or both, in accordance with applicable regulations.
  - 13) CONTENT APPROVED: \_\_\_\_\_  
 Kevin G. O’Haire, Esq.  
 Troy Housing Authority Attorney

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TENANT RELATIONS ASSISTANT

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TENANT

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DATE

**PET POLICY REASONABLE ACCOMMODATION PLAN**

Persons requesting exemption from the Pet Policy of the Troy Housing Authority as a Reasonable Accommodation related to a disability are advised of the following:

In order to qualify for a reasonable accommodation under the FHA, § 504, or the ADA, the tenant must meet the statutory definition of having a "disability." The statutes recognize three broad categories of disabilities: (1) a physical or mental impairment that substantially limits one or more major life activities (such as walking, seeing, working, learning, washing, dressing, etc.); (2) a record of having such an impairment; or (3) being regarded as having such an impairment.

If a tenant needs an assistance animal to ease the symptoms of a disability (as defined above), he or she should request a reasonable accommodation, in writing, from the Troy Housing Authority. The request should state that the tenant has a disability (as defined above) and explain how the requested accommodation will be helpful. Establishing that the assistance animal is necessary in order to use and enjoy the residence is critical. For example, courts have consistently held that a tenant requesting an emotional support animal as a reasonable accommodation must demonstrate a relationship between his or her ability to function and the companionship of the animal.

In addition, the tenant should include a note from his or her service provider, such as a doctor or therapist, verifying the need for the assistance animal. The tenant may let the Service Provider know that the Troy Housing Authority does not need to know specific details about the disability and we do not need a detailed medical history.

The Troy Housing Authority further realizes that federal law does not require the tenant to provide proof of training or certification of the animal. However, the Troy Housing Authority does note that the requirements to be classified as a service animal under federal regulations are that the animal be (1) individually trained, and (2)



work for the benefit of an individual with a disability. Therefore, we do require that the tenant note that the animal has been individually trained and we ask for a description of how the animal will work for the benefit of the individual with a disability.

While all requests will be decided based on the information presented to a review committee (consisting of a representative from Tenant Relations, Maintenance, Public Safety and Administration), it should be noted that the general position of the Troy Housing Authority is that animals larger than a bird, fish or other small animal that is kept in the home, in a cage or tank, are not suitable for occupancy in settings with many residents sharing common open areas. Therefore, if the requested accommodation is deemed unreasonable, the Troy Housing Authority may propose a substitute accommodation (e.g. a Housing Choice Voucher to seek an apartment in the open housing market).

If, however, the Troy Housing Authority does grant permission for any service animal as a reasonable accommodation and the assistance animal is particularly disruptive, or the tenant fails to take proper measures to ensure that the animal does not bother other tenants, the Troy Housing Authority may be justified in denying the accommodation or ultimately filing for an eviction. This shall include, but not be limited to, the following:

1. the animal makes noises that disrupt the peaceful enjoyment of the property for other tenants.
2. the animal poses a threat to other tenants (i.e. other tenants indicate that they are afraid of the animal).
3. the animal is allowed to roam freely in common areas without being properly restrained by a leash and collar.
4. the animal is left outdoors unsupervised in a area without a fence (this includes animals that are restrained by a collar and leash or chain).
5. the tenant does not clean up waste material and other messes made by the animal.

Finally, all assistance animals on the premises of Troy Housing Authority property, visiting or residing, must be registered with the Management Office. Tenants expecting a visit from someone with a service animal should call Public Safety (273-3600 Ext. 21) during normal business hours to notify the Troy Housing Authority of the expected arrival. Any tenant allowed to have an assistance animal reside with them in a Troy Housing Authority apartment as a Reasonable Accommodation related to a disability must register the animal with Tenant Relations prior to arrival and must update that registration at each annual recertification.

Registration will include:

1. Veterinarian or State/Local authority statement indicating that the animal has received all legally required inoculations.
2. Proof that the animal is properly licensed pursuant to State/Local laws.
3. Information sufficient to identify the animal (including a photograph).
4. Name, address, telephone number and signed statement from a responsible party that will care for the animal if the tenant dies, becomes incapacitated or is otherwise unable to care for the animal.
5. A signed statement from the tenant indicating that they are aware that they will be financially liable for any harm or damage caused by the assistance animal and that they agree to hold the Troy Housing Authority harmless relative to such harm or damages.
6. Only one animal (assistance animal or allowed pet) will be permitted to reside in an apartment and said animal shall not weigh in excess of 25 pounds.
7. An additional security deposit of \$100 for potential animal related damages.

### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

### **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
3.  Yes  No: Were there any findings as the result of that audit?  
Two findings related to missing information in tenant files, and the corrective action plans for both, were reported to HUD and acknowledged in a 10/12/05 letter from John E. Lollis, HUD-Buffalo Deputy Director.
4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain?
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD? NA  
If not, when are they due (state below)?

### **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)  
 Not applicable

- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name) NY012-a12 (Resident Comments)
  - Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
  - The PHA changed portions of the PHA Plan in response to comments  
List changes below: **The THA tabled a decision on a plan to amend admission preferences for emergency situations based on input from the RAB. An additional security deposit of \$100 for persons requesting a waiver of our pet policy as a reasonable accommodation was added for potential animal related damages.**
  - Other: (list below)

### **B. Description of Election process for Residents on the PHA Board**

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

### 3. Description of Resident Election Process

THA Board of Commissioners actually has 2 elected Resident representatives who serve two year terms of office from 10/01/even years – 09/30/even years.

#### a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe) Candidates producing petitions with 50 eligible signatures by end of July in an election year.

#### b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance (public housing only, not Section 8)
- Any adult member of a resident or assisted family organization
- Other (list)

#### c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing)
- Representatives of all PHA resident and assisted family organizations
- Other (list) all residents of THA public housing over age 18 as long as they occupied an apartment by 05/01 in an election year.

### C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here): Troy, New York
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Identifying housing needs in the HOUSING AND COMMUNITY DEVELOPMENT STRATEGY section of this document.

**D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

## Attachments

Use this section to provide any additional attachments referenced in the Plans.

Attachments to the 2006 Troy Housing Authority Agency Plan:

- ⊙ Deconcentration and Income Mixing Table
- ⊙ CFP 2006 Plan – how we plan to spend the ~\$2.0 million we project that we will receive
- ⊙ Community Services Plan
- ⊙ Troy Housing Authority Management Structure
- ⊙ CFP Five-year Plan – items that we anticipate working on over the next five years
- ⊙ CFP 2002 Performance & Evaluation Report
- ⊙ CFP 2003 Performance & Evaluation Report
- ⊙ CFP 2003 Set Aside Performance & Evaluation Report
- ⊙ CFP 2004 Performance & Evaluation Report
- ⊙ CFP 2005 Performance & Evaluation Report
- ⊙ CFP Replacement Reserves Performance & Evaluation Report
- ⊙ 2005 Agency Plan Resident Advisory Council Meeting Notes
- ⊙ 2005 Agency Plan Public Comment Meeting Notes
- ⊙ Section 8 Project Basing Plan for 2006
- ⊙ RASS 2004 Follow Up Plan

LOCATION	09/2001 TOTAL #	units	09/2001 AVERAGE INCOME	09/2002 AVERAGE INCOME	07/2003 AVERAGE INCOME	08/2004 AVERAGE INCOME	08/2005 AVERAGE INCOME	
USA								<b>The final rule to deconcentrate poverty identifies covered developments as general occupancy developments with more than 100 units. This exempts our senior sites, Fallon, Sweeney, Phelan and Grand Street. Using these guidelines, all covered sites are within the 85% to 115% of the average.</b>
NYS								
<b>CITY OF TROY</b>	<b>49,170</b>							
COVERED SITES								
GRISWOLD	969	390	\$10,771.66	\$11,354.41	\$11,928.25	\$12,357.43	\$13,406.52	
TAYLOR	345	278	9,445.29	\$10,710.99	\$9,679.48	\$10,558.91	\$12,798.07	
CORLISS	469	184	11,156.33	\$13,287.69	\$14,044.31	\$14,285.74	\$14,430.39	
KING	399	124	11,437.38	\$11,957.57	\$11,570.12	\$11,897.22	\$12,563.39	
AVERAGE			10,702.67	\$11,921.22	\$11,962.03	\$12,458.27	\$13,415.10	
85%			9,097.27	\$10,133.04	\$10,167.72	\$10,589.29	\$11,402.835	
115%			12,308.07	\$13,709.40	\$13,756.33	\$14,327.01	\$15,427.365	
NON-COVERED SITES (<100units)								
FALLON	122	40	11,905.50	\$12,603.68	11,863.21	\$10,799.12	\$10,219.33	
SWEENEY	79	24	14,103.78	\$15,922.09	15,811.51	\$16,956.40	\$14,526.37	
GRAND	16	42	14,088.00	\$15,233.32	15,032.19	\$19,959.24	\$20,781.47	
PHELAN	213	89	9,816.61	\$9,680.25	9,004.48	\$10,758.96	\$11,910.71	
NON-COVERED SITES (Seniors)								
KANE	63	60	12,868.43	\$14,100.77	14,632.00	\$14,347.63	\$16,227.78	
CONWAY	44	41	12,833.28	\$15,153.30	14,050.50	\$14,325.95	\$15,406.52	
<b>THA AVG.</b>			<b>12,430.76</b>			\$12,543.26	\$13,391.60	
HUD NATIONAL AVERAGE			\$10,227.00 VIA 5/01 MTCS					

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Troy Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P01250106 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
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Projection for Submission with Agency Plan  
  Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no:     )  
  Performance and Evaluation Report for Period Ending:       
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	400,000			
3	1408 Management Improvements				
4	1410 Administration	200,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	110,098			
8	1440 Site Acquisition				
9	1450 Site Improvement	280,251			
10	1460 Dwelling Structures	634,642			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	375,000			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,000,000			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				



**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005 Projected Plan			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<b>OPERATIONS</b>	<b>1406</b>						
PHA Wide	Tenant Services, Youth Programs and Other THA Operations			400,000				
	<b>TOTAL OPERATIONS</b>	<b>1406</b>		<b>400,000</b>				
	<b>ADMINISTRATION</b>	<b>1410</b>						
PHA Wide	CFP Program Salaries and Benefits			200,000				
	<b>TOTAL ADMINISTRATION</b>	<b>1410</b>		<b>200,000</b>				
	<b>FEES &amp; COSTS</b>	<b>1430</b>						
NY12-1 Corliss Park	Expand Maintenance Facility			5,625				
NY12-2 Taylor Apts.	Improvements to Building 4, including but not limited to: Replacement Windows, Replace Roof Membrane			37,500				
NY12-7 MLK Apartments	Improve, Expand or Create Tenant Services Space			22,500				
NY12-7 MLK Apartments	Grounds improvements: retaining walls at rear entrances/surface improvements for apts. 95-101 and 108-115			10,000				
				10,098				
	<b>TOTAL FEES &amp; COSTS</b>	<b>1430</b>		<b>110,098</b>				
	<b>SITE IMPROVEMENTS</b>							
NY12-7 MLK Apartments	Grounds improvements: retaining walls at rear entrances/surface improvements for apts. 95-101 and 108-115			132,500				
NY12-12 Griswold Heights	Closure of old, abandoned oil tanks buried underground			147,751				
	<b>TOTAL SITE IMPROVEMENTS</b>	<b>1450</b>		<b>280,251</b>				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005 Projected Plan			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<b>DWELLING STRUCTURES</b>	<b>1460</b>						
NY12-2 Taylor Apts.	Improvements to Building 4, including but not limited to: Replacement Windows, Replace Roof Membrane			500,000				
NY12-9 Grand Street	Exterior Facade Restoration			134,642				
	<b>TOTAL DWELLING STRUCTURES</b>	<b>1460</b>		<b>634,642</b>				
	<b>NON-DWELLING STRUCTURES</b>	<b>1470</b>						
NY12-1 Corliss Park	Expand Maintenance Facility			75,000				
NY12-7 MLK Apartments	Improve, Expand or Create Tenant Services Space			300,000				
	<b>NON-DWELLING STRUCTURES</b>	<b>1470</b>		<b>375,000</b>				
	<b>GRAND TOTAL</b>			<b>2,000,000</b>				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program No: NY06P01250105 Replacement Housing Factor No:					Federal FY of Grant:
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA Wide	09/07/08			09/07/10			
NY12-1 Corliss Park	09/07/08			09/07/10			
NY12-2 Taylor Apts.	09/07/08			09/07/10			
NY12-12 Griswold Heights	09/07/08			09/07/10			

**POLICY REGARDING  
COMMUNITY SERVICE/SELF SUFFICIENCY WORK REQUIREMENTS  
FOR RESIDENTS OF THE TROY HOUSING AUTHORITY**

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**BACKGROUND**

- I. Beginning January 1, 2001, or as soon thereafter as the final rule is implemented by the U.S. Department of Housing and Urban Development (HUD), residents of the Troy Housing Authority must comply with recently enacted Community Service or Self Sufficiency Work Activities requirements established as part of the Quality Housing and Work Responsibility Act. Under these guidelines all adult residents of public housing, except for exempt individuals, must:
  - A. Contribute 8 hours per month of community service (not including political activities); or
  - B. Participate in an economic self-sufficiency program for 8 hours per month; or
  - C. Perform 8 hours per month of combined activities as described in paragraphs (a)(1) and (a)(2) of this section.
- II. **Community Service** is defined as “the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community service is not employment and may not include political activities.”
- III. **Economic self-sufficiency program** is defined as “any program designed to encourage, assist, train, or facilitate the economic independence of HUD-assisted families or to provide work for such families. These programs include programs for job training, employment counseling, work placement, basic skills training, education, English proficiency, workfare, financial or household management, apprenticeship, and any program necessary to ready participant for work (including a substance abuse or mental health treatment program), or other work activities.”

IV. **Exempt individual** is defined as an adult who meets any one of the following criteria:

- A. Is 62 years or older;
- B. (i) Is a blind or disabled individual, as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c), & who certifies because of this disability she /he is unable to comply with the service provisions of this subpart,
  - 1. "disability" means an inability to engage in substantial gainful activity by reason of a medically determinable physical or mental impairment which can be expected to result in death or has lasted or is expected to last a continuous period of not less than 12 months. Blindness means central visual acuity of 20/200 or less in the better eye with a correcting lens. An eye with a limited field of vision such that the widest diameter of the visual field subtends an angle no greater than 20 degrees shall be considered having a central visual acuity of 20/200 or less." [216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c)], or
- C. Is a primary caretaker of such individual;
- D. Is engaged in work activities;
  - 1. **WORK ACTIVITIES** means:
    - a) unsubsidized employment;
    - b) subsidized private sector employment;
    - c) subsidized public sector employment;
    - d) work experience (including work associated with the refurbishing of publicly assisted housing) if sufficient private sector employment is not available;
    - e) on-the-job training;
    - f) job search and job readiness assistance;
    - g) community service programs;
    - h) vocational educational training (not to exceed 12 months for any individual);
    - i) job skills training directly related to employment;
    - j) education related to employment, in the case of a recipient who has not received a high school diploma or certificate of high school equivalency;
    - k) satisfactory attendance at secondary school or in a course of study leading to a certificate of general equivalence, in the case of a recipient who has not completed secondary school or received such a certificate; and
    - l) the provision of child care services to an individual who is participating in a community service program.
- E. Meets the requirements for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State, including a State-administered welfare-to-work program; or
- F. Is a member of a family receiving assistance, benefits or services under a State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State, including a State-administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such a program.

## IMPLEMENTATION

- I. Beginning on January 01, 2001, or as soon thereafter as the final rule is implemented by the U.S. Department of Housing and Urban Development (HUD), the Community Service or Self Sufficiency Work Activities requirements established as part of the Quality Housing and Work Responsibility Act will become incorporated into the lease for all residents of the Troy Housing Authority.
  - A. Current residents will receive written notification of these new requirements and all new applicants for public housing will be advised of these requirements at the time of application.
  - B. At the time of lease renewal, or initial lease-up for new residents, all adults listed on the lease will be required to provide evidence of exemption from the Community Service or Self Sufficiency Work Activities requirements (if applicable).
  - C. All adult residents will be further required to immediately notify the Troy Housing Authority of any changes in their status (exempt or non-exempt) regarding these requirements.
  - D. Those adult residents who do not provide proof of exemption, or who become non-exempt at a later date, will be expected to make arrangements to abide by the Community Service or Self Sufficiency Work Activities requirements.
    1. Non-exempt residents will be provided with a listing of local organizations that may be able to assist them in meeting these requirements.
      - a) Community Service Organizations will include, but not be limited to:
        - (1) REACT – the Resident Empowered Action Council of Troy.
        - (2) The Volunteer Connection.
        - (3) The Salvation Army.
        - (4) The United Way.
        - (5) The Commission on Economic Opportunity.
        - (6) Unity House.
      - b) Self Sufficiency Organizations will include, but not be limited to:
        - (1) The Educational Opportunity Center.
        - (2) The Troy City School District.
        - (3) The Commission on Economic Opportunity.
        - (4) Hudson Valley Community College.
        - (5) Bryant & Stratton Institute – A Career College.
    2. Non-exempt residents will also be advised of the need for the Troy Housing Authority to receive written proof of compliance with these requirements from an independent third party on an annual basis as part of re-certification.

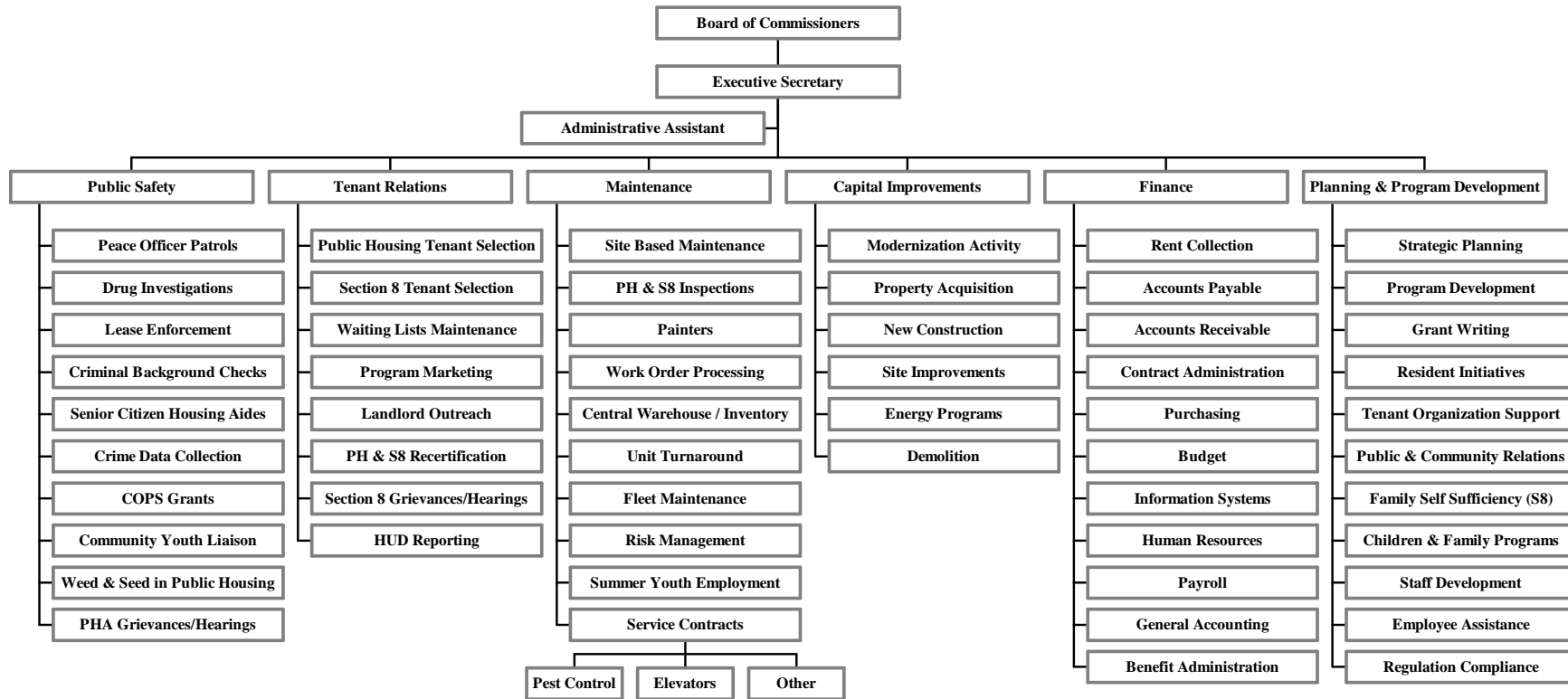
II. Within thirty days of the end of the twelve month lease term, the Troy Housing Authority will review compliance by all adult residents with these requirements, which will include verification of completion of qualifying activities from independent third parties.

A. Adult residents found to be out of compliance will be notified in writing of the non-compliance by the housing authority. They will be advised that the Troy Housing Authority will not renew their lease unless they provide one of the following:

1. A written plan to cure the non-compliance that the housing authority will agree and the resident will comply with.
2. Written documentation indicating that the non-compliant resident no longer resides in the unit.
3. Residents will be further be advised that serious or repeated failure of a family member to comply with the service requirement provisions is grounds for non-renewal of the lease and termination of tenancy at the end of the twelve month lease term.
4. Residents may request a grievance hearing on the Troy Housing Authority determination, and they may exercise any available judicial remedy to seek timely redress for the housing authority's non-renewal of the lease because of such determination.

III. In implementing the service requirement under this subpart, the Troy Housing Authority may not substitute community service or self-sufficiency activities performed by residents for work ordinarily performed by PHA employees, or replace a job at any location where residents perform activities to satisfy the service requirement.

# TROY HOUSING AUTHORITY MANAGEMENT STRUCTURE (ny012a04)



## DESCRIPTION

The Troy Housing Authority is governed by a Board of Commissioners and utilizes a centralized (as opposed to site-based) management structure. All operations are clustered under major departments for all developments. All departments work under the direction of the Executive Secretary who reports directly to the Board of Commissioners.



# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name Troy Housing Authority		FY2006 Five Year Action Plan Based on Nelrod Needs Assessment of 2001 Updated in 2004 by THA-CFP Staff in 2004			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1 Annual Statement	Work Statement for Year 2 FFY Grant: PHA FY: 2007	Work Statement for Year 3 FFY Grant: PHA FY: 2008	Work Statement for Year 4 FFY Grant: PHA FY: 2009	Work Statement for Year 5 FFY Grant: PHA FY: 2010	
	See Annual Statement					
PHA Wide Operations		Tenant and Youth Services and Other THA Operations	Tenant and Youth Services and Other THA Operations	Tenant and Youth Services & Other THA Operations	Tenant and Youth Services & Other THA Operations	
PHA Wide Mgmt. Improvements					Repair, Replace or Install smoke and CO detectors	
PHA Wide Administration		Capital Fund Department Salaries & Benefits	Capital Fund Department Salaries & Benefits	Capital Fund Department Salaries & Benefits	Capital Fund Department Salaries & Benefits	
NY06P012001 Corliss Park Apts			- New Windows for Apts. - Brick &/or Block Repair	New interior doors and hardware		
NY06P012002 John P. Taylor Apt.		- Replacement Reserves	- Replacement Reserves - Renovate central warehouse for reuse as community space.	- Replacement Reserves	- Replacement Reserves	
NY06P012004N&S Fallon/Sweeney Apts			- Brick &/or Block Repair			
NY06P012006 Mrg. W. Phelan Apts			- Brick &/or Block Repair			
NY06P012007 Martin L. King Apts.		- Grounds Improvements	- Maintenance Shop Imprvmts.			
NY06P012008 Kane Apts.						
NY06P012009 Grand Street						
NY06P0120011 Conway Court						
NY06P0120012 Griswold Hghts Apts		- Replace roofs Bldgs. 1-8 - Repave parking/courtyard prn. - Exterior railings & shutters - Grounds improvements		- Repair/repaint apartment ceilings as needed - Heating system modifications	- Install Exterior Railings and Shutters	
NY06P0120012 Griswold Hghts Apts						
CFP Funds Listed for 5-year planning		\$2,121,800	\$2,185,454	\$2,251,017		
Replacement Housing Factor Funds						

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year: 2 FFY Grant: PHA FY: 2007			Activities for Year: 3 FFY Grant: PHA FY: 2008		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	Development # Name/HA-Wide			Development # Name/HA-Wide		
	PHA Wide Operations	OPERATIONS	424,360	PHA Wide Operations	OPERATIONS	437,090
	PHA Wide Mgmt. Improvements	MANAGEMENT IMPROVEMENTS		PHA Wide Mgmt. Improvements	MANAGEMENT IMPROVEMENTS	
	PHA Wide Administration	ADMINISTRATION	212,180	PHA Wide Administration	ADMINISTRATION	218,545
	NY06P012001 Corliss Park Apts	DWELLING STRUCTURE		NY06P012001 Corliss Park Apts	DWELLING STRUCTURES	628,875
	NY06P012002 John P. Taylor Apt.	REPLACEMENT RESERVES	144,740	NY06P012002 John P. Taylor Apt.	REPLACEMENT RESERVES	249,093
	NY06P012002 John P. Taylor Apt.			NY06P012002 John P. Taylor Apt.	NON-DWELLING STRUCTURES	411,875
	NY06P012004N Fallon Apts			NY06P012004N&S Fallon/Sweeney Apts	DWELLING STRUCTURES	12,470
	NY06P012004S Sweeney Apts			NY06P012006 Mrg. W. Phelan Apts	DWELLING STRUCTURES	99,044
	NY06P012006 Mrg. W. Phelan Apts			NY06P012007 Martin L. King Apts.	NON-DWELLING STRUCTURES	128,462
	NY06P012007 Martin L. King Apts.	SITE IMPROVEMENTS	376,250	NY06P012008 Kane Apts.		
	NY06P012008 Kane Apts.			NY06P012009 Grand Street		
	NY06P012009 Grand Street			NY06P0120011 Conway Court		
	NY06P0120011 Conway Court			NY06P0120012 Griswold Hghts Apts		
	NY06P0120012 Griswold Hghts Apts	DWELLING STRUCTURES	734,270			
	NY06P0120012 Griswold Hghts Apts	SITE IMPROVEMENTS	230,000			
<b>Total CFP Estimated Cost</b>			\$2,121,800			\$2,185,454

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pages—Work Activities**

Activities for Year: 4 FFY Grant: PHA FY: 2009			Activities for Year: 5 FFY Grant: PHA FY: 2010		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHA Wide Operations	OPERATIONS	450,203	PHA Wide Operations	OPERATIONS	463,709
PHA Wide Mgmt. Improvements	MANAGEMENT IMPROVEMENTS		PHA Wide Mgmt. Improvements	MANAGEMENT IMPROVEMENTS	600,000
PHA Wide Administration	ADMINISTRATION	225,101	PHA Wide Administration	ADMINISTRATION	231,854
NY06P012001 Corliss Park Apts	DWELLING STRUCTURES	302,220	NY06P012001 Corliss Park Apts		
NY06P012002 John P. Taylor Apt.	REPLACEMENT RESERVES	141,712	NY06P012002 John P. Taylor Apt.	REPLACEMENT RESERVES	872,984
NY06P012002 John P. Taylor Apt.			NY06P012002 John P. Taylor Apt.		
NY06P012004N Fallon Apts			NY06P012004N Fallon Apts		
NY06P012006 Mrg. W. Phelan Apts			NY06P012006 Mrg. W. Phelan Apts		
NY06P012007 Martin L. King Apts.			NY06P012007 Martin L. King Apts.		
NY06P012008 Kane Apts.			NY06P012008 Kane Apts.		
NY06P012009 Grand Street			NY06P012009 Grand Street		
NY06P0120011 Conway Court			NY06P0120011 Conway Court		
NY06P0120012 Griswold Hghts Apts	DWELLING STRUCTURES	430,000	NY06P0120012 Griswold Hghts Apts	DWELLING STRUCTURES	150,000
NY06P0120012 Griswold Hghts Apts	DWELLING EQUIPMENT	701,781	NY06P0120012 Griswold Hghts Apts		
<b>Total CFP Estimated Cost</b>		<b>\$2,251,017</b>			<b>\$2,318,547</b>

All subject to change based on allocations received.

## CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250102 Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2002</b>
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Update with Annual Plan for: <b>2006</b> <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Based on Revised Annual Statement (revision no: 6) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report 11/03/2004					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	86,723	86,723	86,723	86,723
3	1408 Management Improvements				
4	1410 Administration	203,445	203,445	203,445	203,445
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	59,477	59,477	59,477	59,477
8	1440 Site Acquisition				
9	1450 Site Improvement	696,505	710,817	710,817	710,817
10	1460 Dwelling Structures	703,658	703,658	703,658	703,658
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	269,645	269,645	269,645	269,645
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	15,000	688	688	688
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,034,453	2,034,453	2,034,453	2,034,453
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-wide	Capital Funds to be used for Operational Expenses	1406		86,723	86,723	86,723	86,723	COMPLETE
	<b>TOTAL OPERATIONS</b>	<b>1406</b>		<b>86,723</b>	<b>86,723</b>	<b>86,723</b>	<b>86,723</b>	
PHA-wide	Capital Fund Department Salaries & Benefits	1410		203,445	203,445	203,445	203,445	COMPLETE
	<b>TOTAL ADMINISTRATION</b>	<b>1410</b>		<b>203,445</b>	<b>203,445</b>	<b>203,445</b>	<b>203,445</b>	
NY12-07 Martin Luther King	Site Improvements	1430		27,263	16,735	16,735	16,735	COMPLETE
NY12-04 Fallon Apartments	Site Improvements	1430		8,000	8,000	8,000	8,000	COMPLETE
NY12-09 Grand Street	Dwelling Structure Improvements	1430		24,109	20,979	20,979	20,979	COMPLETE

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY12-02 Taylor Apartments	Site Improvements	1430		10,000	10,000	10,000	10,000	COMPLETE
NY12-8 Kane Apartments	Site Improvements	1430		3,763	3,763	3,763	3,763	COMPLETE
<b>TOTAL A&amp;E FEES</b>		<b>1430</b>		<b>73,135</b>	<b>59,477</b>	<b>59,477</b>	<b>59,477</b>	
NY12-07 Martin Luther King	Site Improvements, including but not limited to roads, sidewalks, stairs, retaining walls, landscaping, drainage modifications, fencing	1450		371,253	385,565	385,565	385,565	COMPLETE
NY12-04 Fallon Apartments	Site Improvements, including but not limited to storage facilities for tenants	1450		93,484	93,484	93,484	93,484	COMPLETE
NY12-02 Taylor Apartments	Site Improvements, including but not limited to parking lot repair or replacement	1450		146,000	146,000	146,000	146,000	COMPLETE

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY12-08 Kane Apartments	Site Improvements, including but not limited to landscaping and perimeter fencing	1450		85,768	85,768	85,768	85,768	COMPLETE
	<b>TOTAL SITE IMPROVEMENTS</b>	<b>1450</b>		<b>696,505</b>	<b>710,817</b>	<b>710,817</b>	<b>710,817</b>	
NY12-09 Grand Street	Dwelling Structures improvements including, but not limited to complete apartment renovations including lead paint removal	1460		690,000	703,658	703,658	703,658	COMPLETE
	<b>TOTAL DWELLING STRUCTURES</b>	<b>1460</b>		<b>690,000</b>	<b>703,658</b>	<b>703,658</b>	<b>703,658</b>	
NY12-02 Taylor Apartments	Replacement Reserve	1490		269,645	269,645	269,645	269,645	COMPLETE
	<b>TOTAL REPLACEMENT RESERVE</b>	<b>1490</b>		<b>269,645</b>	<b>269,645</b>	<b>269,645</b>	<b>269,645</b>	
NY12-09 Grand Street	Reimbursement of expenses to tenants for relocation costs related to renovation work.	1495.1		15,000	688	688	688	COMPLETE

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250102 Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2002</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<b>TOTAL RELOCATION COSTS</b>	<b>1495.1</b>		<b>15,000</b>	<b>688</b>	<b>688</b>	<b>688</b>	IN PROGRESS
	<b>GRAND TOTAL</b>			<b>2,034,453</b>	<b>2,034,453</b>	<b>2,034,453</b>	<b>2,034,453</b>	



**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program No: NY06P01250102 Replacement Housing Factor No:					Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
HA-wide Activities	05/31/2004	06/30/2003	06/30/2003	05/31/2006	12/31/2004	12/31/2004		
NY12-07 Martin Luther King	05/31/2004	04/30/2004		05/31/2006	12/31/2004	12/31/2004		
NY12-04 Fallon Apartments	05/31/2004	04/30/2004	12/31/2003	05/31/2006	12/31/2003	12/31/2003		
NY12-09 Grand Street	05/31/2004	04/30/2004		05/31/2006	12/31/2004	12/31/2004		
NY12-02 Taylor Apartments	05/31/2004	04/30/2004		05/31/2006	06/30/2004	06/30/2004		
NY12-06 Phelan Apartments	05/31/2004	N/A	N/A	05/31/2006	N/A	N/A		
NY12-11 Conway Court	05/31/2004	N/A	N/A	05/31/2006	N/A	N/A		
NY12-12 Griswold Heights	05/31/2004	N/A	N/A	05/31/2006	N/A	N/A		
NY12-08 Kane Apartments	05/31/2004	04/30/2004		05/31/2006	06/30/2004	06/30/2004		

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program No: NY06P01250102 Replacement Housing Factor No:				Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	





# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

<b>PHA Name:</b> Troy Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P01250103 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2003</b>
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Original Annual Statement   
  Update with Annual Plan for: **2006**   
  Reserve for Disasters/ Emergencies   
  Based on Revised Annual Statement (revision no: 5)  
 Performance and Evaluation Report for Period Ending: **09/14/2005** (MAY INCLUDE RECENT OR PLANNED REVISIONS)   
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
2	1406 Operations	399,760	399,760	399,760	399,760
3	1408 Management Improvements				
4	1410 Administration	199,880	199,880	199,880	166,312
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	112,560	112,560	110,120	56,834
8	1440 Site Acquisition				
9	1450 Site Improvement	272,780	272,780	78,704	78,704
10	1460 Dwelling Structures	680,640	19,146	19,146	19,146
11	1465.1 Dwelling Equipment—Nonexpendable	13,068	13,068	13,068	13,068
12	1470 Nondwelling Structures	53,161	25,561	25,561	25,561
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	260,951	950,045	950,045	950,045
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	6,000	6,000	6,000	84
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,998,800	1,998,800	1,802,284	1,706,514
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Signature of the Executive Director	Date	Signature of Field Office Manager	Date
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# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Troy Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P01250103 Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2003</b>
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Original Annual Statement   
 Update with Annual Plan for: **2006**   
 Reserve for Disasters/ Emergencies   
 Based on Revised Annual Statement (revision no: **5**)  
 Performance and Evaluation Report for Period Ending: **09/14/2005** (MAY INCLUDE RECENT OR PLANNED REVISIONS)   
 Final Performance and Evaluation Report

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide Troy Housing Authority	OPERATIONS	1406		399,760	399,760	399,760	399,760	COMPLETED
	<b>TOTAL OPERATIONS</b>			<b>399,760</b>	<b>399,760</b>	<b>399,760</b>	<b>399,760</b>	
PHA-Wide Troy Housing Authority	ADMINISTRATION Capital Fund Department Salaries & Benefits	1410		199,980	199,880	199,880	166,312	IN PROGRESS
	<b>TOTAL ADMINISTRATION</b>	<b>1410</b>		<b>199,980</b>	<b>199,880</b>	<b>199,880</b>	<b>166,312</b>	
NY12-4S Sweeney Apts.	FEES & COSTS - A&E Including, but not limited to, landscaping enhancements	1430		1,360	1,360	1,360	0	IN PROGRESS
NY12-7 MLK Apts.	FEES & COSTS - A&E Including, but not limited to, grounds improvements	1430		12,000	12,000	12,000	0	IN PROGRESS
NY12-11 Conway Court	FEES & COSTS - A&E Including, but not limited to, parking redesign & lighting improvements	1430		7,200	7,200	7,200	0	IN PROGRESS

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Troy Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P01250103 Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2003</b>
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Original Annual Statement  
  Update with Annual Plan for: **2006**  
 Reserve for Disasters/ Emergencies  
 Based on Revised Annual Statement (revision no: 5)  
 Performance and Evaluation Report for Period Ending: **09/14/2005** (MAY INCLUDE RECENT OR PLANNED REVISIONS)  
 Final Performance and Evaluation Report

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY12-9 Grand St. Apts.	FEES & COSTS - A&E Including, but not limited to, renovation of interior & exterior of 14 apartments	1430		89,600	89,600	87,160	56,834	IN PROGRESS
NY12-1 Corliss Park	FEES & COSTS – A&E Including, but not limited to, maintenance work area redesign and/or expansion	1430		0	0	0	0	MOVED VIA FUNGIBILITY
NY12-6 Phelan Apts.	FEES & COSTS – A&E Including, but not limited to, laundry facility and community learning center expansion	1430		0	0	0	0	MOVED VIA FUNGIBILITY
NY12-7 MLK Apts.	FEES & COSTS – A&E Including, but not limited to, additional sprinkler protection to east side of mansion building	1430		2,400	2,400	2,400	0	IN PROGRESS
NY12-12 Griswold Heights	FEES & COSTS – A&E Including, but not limited to, maintenance facility upgrade	1430		0	0	0	0	MOVED VIA FUNGIBILITY
<b>TOTAL FEES &amp; COSTS</b>		<b>1430</b>		<b>112,560</b>	<b>112,560</b>	<b>110,120</b>	<b>56,834</b>	

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Troy Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P01250103 Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2003</b>
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Original Annual Statement  
  Update with Annual Plan for: **2006**  
  Reserve for Disasters/ Emergencies  
  Based on Revised Annual Statement (revision no: 5)  
 Performance and Evaluation Report for Period Ending: **09/14/2005** (MAY INCLUDE RECENT OR PLANNED REVISIONS)  
  Final Performance and Evaluation Report

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>SITE IMPROVEMENTS</b>								
NY12-4N Fallon Apts.	SITE IMPROVEMENTS Including, but not limited to, landscaping enhancements (Change Orders Re: Prior CFP Grant)	1450		50,000	50,000	50,000	50,000	COMPLETED
NY12-4S Sweeney Apts.	SITE IMPROVEMENTS Including, but not limited to, landscaping enhancements	1450		15,640	15,640	0	0	IN PROGRESS
NY12-6 Phelan Court	SITE IMPROVEMENTS Including, but not limited to, landscaping enhancements (Change Orders Re: Prior CFP Grant)	1450		5,000	5,000	5,000	5,000	COMPLETED
NY12-7 MLK Apts.	SITE IMPROVEMENTS Including, but not limited to, grounds improvements	1450		104,340	104,340	8,704	8,704	COMPLETED
NY12-8 Kane Apartments	SITE IMPROVEMENTS including but not limited to landscaping and perimeter fencing (Change Orders Re: Prior CFP Grant)	1450		15,000	15,000	15,000	15,000	COMPLETED
NY12-11 Conway Court	SITE IMPROVEMENTS Including, but not limited to, parking redesign & lighting improvements	1450		82,800	82,800	0	0	IN PROGRESS



# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Troy Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P01250103 Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2003</b>
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Original Annual Statement   
 Update with Annual Plan for: **2006**   
 Reserve for Disasters/ Emergencies   
 Based on Revised Annual Statement (revision no: 5)  
 Performance and Evaluation Report for Period Ending: **09/14/2005** (MAY INCLUDE RECENT OR PLANNED REVISIONS)   
 Final Performance and Evaluation Report

		<b>1450</b>		<b>272,780</b>	<b>272,780</b>	<b>78,704</b>	<b>78,704</b>	
<b>TOTAL SITE IMPROVEMENTS</b>		<b>1450</b>		<b>272,780</b>	<b>272,780</b>	<b>78,704</b>	<b>78,704</b>	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY12-9 Grand St. Apts.	DWELLING STRUCTURES Including, but not limited to, of interior & exterior renovation	1460	14 apts.	680,640	19,146	19,146	19,146	IN PROGRESS
<b>TOTAL DWELLING STRUCTURES</b>		<b>1460</b>		<b>680,640</b>	<b>19,146</b>	<b>19,146</b>	<b>19,146</b>	
<b>DWELLING EQUIPMENT NONEXPENDABLE</b>								
NY12-9 Grand St. Apts	DWELLING EQUIPMENT Including but not limited to Stoves and Refrigerators for Phase II of Project.	1465.1		13,068	13,068	13,068	13,068	COMPLETE
<b>TOTAL DWELLING EQUIPMENT NONEXPENDABLE</b>		<b>1465.1</b>		<b>13,068</b>	<b>13,068</b>	<b>13,068</b>	<b>13,068</b>	
<b>NON-DWELLING STRUCTURES</b>								
NY12-1 Corliss Park	NON-DWELLING STRUCTURES Including, but not limited to, maintenance work area redesign and/or expansion	1470		0	0	0	0	MOVED VIA FUNGIBILITY

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Troy Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P01250103 Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2003</b>
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Original Annual Statement  
  Update with Annual Plan for: **2006**  
 Reserve for Disasters/ Emergencies  
 Based on Revised Annual Statement (revision no: **5**)  
 Performance and Evaluation Report for Period Ending: **09/14/2005** (MAY INCLUDE RECENT OR PLANNED REVISIONS)  
 Final Performance and Evaluation Report

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY12-4N Fallon Apts.	NON-DWELLING STRUCTURES Additional Costs Related to Community Learning Center Construction (Change Orders Re: Prior CFP Grant)	1470		25,561	25,561	25,561	25,561	COMPLETE
NY12-6 Phelan Apts.	NON-DWELLING STRUCTURES Including, but not limited to, laundry facility and community learning center expansion	1470		0	0	0	0	MOVED VIA FUNGIBILITY
NY12-7 MLK Apts.	NON-DWELLING STRUCTURES Including, but not limited to, additional sprinkler protection to east side of mansion building	1470		27,600	0	0	0	IN PROGRESS
NY12-12 Griswold Heights	NON-DWELLING STRUCTURES Including, but not limited to, maintenance facility upgrade	1470		0	0	0	0	MOVED VIA FUNGIBILITY
	<b>TOTAL NON-DWELLING STRUCTURES</b>	<b>1470</b>		<b>53,161</b>	<b>25,561</b>	<b>25,561</b>	<b>25,561</b>	COMPLETED
NY12-2 Taylor Apts.	REPLACEMENT RESERVE	1490		260,951	950,045	950,045	950,045	
	<b>TOTAL REPLACEMENT RESERVE</b>	<b>1490</b>		<b>260,951</b>	<b>950,045</b>	<b>950,045</b>	<b>950,045</b>	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: Troy Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P01250103 Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2003</b>
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Original Annual Statement  
  Update with Annual Plan for: **2006**  
  Reserve for Disasters/ Emergencies  
  Based on Revised Annual Statement (revision no: 5)  
 Performance and Evaluation Report for Period Ending: **09/14/2005** (MAY INCLUDE RECENT OR PLANNED REVISIONS)  
  Final Performance and Evaluation Report

NY12-9 Grand Street Apts.	RELOCATION COSTS Reimbursement of expenses to tenants for relocation costs related to renovation work for phase #2 & #3.	1495.1		6,000	6,000	6,000	0	INPROGRESS
	<b>TOTAL RELOCATION COSTS</b>	<b>1495.1</b>		<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>0</b>	
	<b>GRAND TOTAL</b>			<b>1,998,800</b>	<b>1,998,800</b>	<b>1,802,294</b>	<b>1,706,514</b>	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part III: Implementation Schedule**

PHA Name: Troy Housing Authority (2003 Agency Plan)	Grant Type and Number Capital Fund Program No: NY06P01250103 Replacement Housing Factor No:	Federal FY of Grant: <b>2003</b>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide Troy Housing Authority	05/31/05			05/31/07			
NY12-1 Corliss Park	09/15/05			09/15/07			
NY12-2 Taylor Apts.	09/15/05			09/15/07			
NY12-4S Sweeney Apts.	09/15/05			09/15/07			

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part III: Implementation Schedule

PHA Name: Troy Housing Authority (2003 Agency Plan)		Grant Type and Number Capital Fund Program No: NY06P01250103 Replacement Housing Factor No:					Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
NY12-6 Phelan Apts.	09/15/05			09/15/07				
NY12-7 MLK Apts.	09/15/05			09/15/07				
NY12-9 Grand St. Apts.	09/15/05			09/15/07				
NY12-11 Conway Court	09/15/05			09/15/07				
NY12-12 Griswold Heights	09/15/05			09/15/07				



# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

<b>PHA Name:</b> Troy Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P01250203 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2003 (Set-Aside)
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Original Annual Statement  
  Update with Annual Plan for: **2006**  
  Reserve for Disasters/ Emergencies  
  Based on Revised Annual Statement (revision no: 1 )  
 Performance and Evaluation Report for Period Ending: **06/08/05** (may include recent or planned revisions)  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	0	84,433	84,433	84,433
3	1408 Management Improvements				
4	1410 Administration	42,216	42,216	0	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	26,000	22,000	16,000	
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	299,000	218,567	0	
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	54,949	54,949	54,949	54,949
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	422,165	422,165	155,382	139,382
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Signature of the Executive Director	Date	Signature of Field Office Manager	Date
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Development #	General Description of Major Work	Dev. Acct	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
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# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250203 Replacement Housing Factor Grant No:					Federal FY of Grant: 2003 (Set-Aside)	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Update with Annual Plan for: <u>2006</u> <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Based on Revised Annual Statement (revision no: 1 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/08/05 (may include recent or planned revisions) <input type="checkbox"/> Final Performance and Evaluation Report								
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide Troy Housing Authority	OPERATIONS	1406		0	84,433	84,433	84,433	COMPLETE
	<b>TOTAL OPERATIONS</b>	<b>1406</b>		<b>0</b>	<b>84,433</b>	<b>84,433</b>	<b>84,433</b>	
PHA-Wide Troy Housing Authority	ADMINISTRATION Capital Fund Department Salaries & Benefits	1410		42,216	42,216			IN PROGRESS
	<b>TOTAL ADMINISTRATION</b>	<b>1410</b>		<b>42,216</b>	<b>42,216</b>			
NY 12-1 Corliss Park	FEES & COSTS – A&E Including, but not limited to, maintenance work area redesign/expansion	1430		4,000	0			MOVED VIA FUNGIBILITY
NY12-6 Phelan Apts.	FEES & COSTS – A&E Including, but not limited to, laundry facility and community learning center expansion	1430		6,000	6,000			IN PROGRESS
NY12-12 Griswold Heights	FEES & COSTS – A&E Including, but not limited to, maintenance facility upgrade	1430		16,000	16,000	16,000		IN PROGRESS
	<b>SUBTOTAL FEES &amp; COSTS</b>	<b>1430</b>		<b>26,000</b>	<b>22,000</b>	<b>16,000</b>		
NY12-1 Corliss Park	NON-DWELLING STRUCTURES Including, but not limited to, maintenance work area redesign/expansion	1470		46,000	0			MOVED VIA FUNGIBILITY
NY12-6 Phelan Apts.	NON-DWELLING STRUCTURES Including, but not limited to, laundry facility and community learning center expansion	1470		69,000	34,567			IN PROGRESS

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250203 Replacement Housing Factor Grant No:					Federal FY of Grant: 2003 (Set-Aside)	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Update with Annual Plan for: <u>2006</u> <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Based on Revised Annual Statement (revision no: 1 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <u>06/08/05</u> (may include recent or planned revisions) <input type="checkbox"/> Final Performance and Evaluation Report								
NY12-12 Griswold Heights	NON-DWELLING STRUCTURES Including, but not limited to, maintenance facility upgrade	1470		184,000	184,000			IN PROGRESS
	<b>SUBTOTAL NON-DWELLING STRUCTURES</b>	<b>1460</b>		<b>299,000</b>	<b>218,567</b>			
NY12-2 Taylor Apts.	REPLACEMENT RESERVE	1490		54,949	54,949	54,949	54,949	COMPLETED
	<b>TOTAL REPLACEMENT RESERVE</b>	<b>1490</b>		<b>54,949</b>	<b>54,949</b>	<b>54,949</b>	<b>54,949</b>	
	<b>GRAND TOTAL</b>			<b>422,165</b>	<b>422,165</b>	<b>155,382</b>	<b>139,382</b>	



**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program No: NY06P01250203 Replacement Housing Factor No:				Federal FY of Grant: 2003 (Set Aside)	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide Troy Housing Authority	04/27/06			04/27/08			
NY12-1 Corliss Park	04/27/06			04/27/08			
NY12-6 Phelan Apts.	04/27/06			04/27/08			
NY12-12 Griswold Heights	04/27/06			04/27/08			



# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Troy Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P01250104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement 
  Update with Annual Plan for: 2006
 Reserve for Disasters/ Emergencies 
  Based on Revised Annual Statement (revision no: 2) 
  Performance and Evaluation Report for Period Ending: 6/08/2005 (may include recent or planned revisions) 
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	100,000	490,638	490,638	490,638
3	1408 Management Improvements	10,000	22,000		
4	1410 Administration	200,000	200,000		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	91,040	91,040	60,118	6,200
8	1440 Site Acquisition				
9	1450 Site Improvement	1,010,000	602,520		
10	1460 Dwelling Structures		395,480		
11	1465.1 Dwelling Equipment—Nonexpendable	18,000	18,000		
12	1470 Nondwelling Structures	110,000	110,000		
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	523,516	523,516	523,516	523,516
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,453,194	2,453,194	1,074,272	1,020,354
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				
Signature of the Executive Director		Date	Signature of Field Office Manager		Date

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development # Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
PHA-Wide THA	Tenant Services, Youth Programs and Other THA Operations	1406		490,638	490,638	490,638	490,638	COMPLETE
	<b>TOTAL OPERATIONS</b>	<b>1406</b>		<b>490,638</b>	<b>490,638</b>	<b>490,638</b>	<b>490,638</b>	
PHA-Wide THA	Environmental Review and Energy Audit	1408		10,000	22,000			IN PROGRESS
	<b>TOTAL MGMT. IMPROVEMENTS</b>	<b>1408</b>		<b>10,000</b>	<b>22,000</b>			
PHA-Wide THA	ADMINISTRATION Capital Fund Dept. Salaries & Benefits	1410		200,000	200,000			IN PROGRESS
	<b>TOTAL ADMINISTRATION</b>	<b>1410</b>		<b>200,000</b>	<b>200,000</b>			
NY12-6 Phelan Apts.	FEES & COSTS - A&E Including, but not limited to, laundry facility construction/expansion	1430		8,800	8,800			IN PROGRESS
NY12-7 MLK Apts.	FEES & COSTS - A&E Including, but not limited to, grounds improvements, landscaping, play areas, parking, exterior painting, etc.	1430		36,800	36,800	36,800		IN PROGRESS
NY12-8 Kane Apts.	FEES & COSTS - A&E Including, but not limited to, converting Domestic Hot Water from Electric to Gas Powered	1430		1,440	1,440			IN PROGRESS
NY12-9 Grand St. Apts.	FEES & COSTS - A&E Including, but not limited to, grounds improvements, landscaping, parking areas, exterior painting, etc.	1430		44,000	44,000	23,318		IN PROGRESS
	<b>SUBTOTAL FEES &amp; COSTS</b>	<b>1430</b>		<b>91,040</b>	<b>91,040</b>	60,118		

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development # Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NY12-7 MLK Apts.	SITE IMPROVEMENT Including, but not limited to, grounds improvements, landscaping, play areas, parking and other site work	1450		460,000	460,000			IN PROGRESS
NY12-9 Grand St. Apts.	SITE IMPROVEMENT Including, but not limited to, grounds improvements, landscaping, parking areas, exterior painting, etc.	1450		550,000	142,520			IN PROGRESS
	<b>SUBTOTAL SITE IMPROVEMENTS</b>	<b>1450</b>		<b>1,010,000</b>	<b>602,520</b>			
NY12-9 Grand St. Apts.	DWELLING STRUCTURES Interior & Exterior Apt. Renovations	1460		0	395,480			IN PROGRESS
	<b>SUBTOTAL DWELLING STRUCTURES</b>	<b>1460</b>		<b>0</b>	<b>395,480</b>			
NY12-8 Kane Apts.	DWELLING EQUIPMENT Including, but not limited to, converting Domestic Hot Water from Electric to Gas Powered	1465.1		18,000	18,000			IN PROGRESS
	<b>SUBTOTAL DWELLING EQUIPMENT</b>	<b>1465.1</b>		<b>18,000</b>	<b>18,000</b>			
NY12-6 Phelan Apts.	NON-DWELLING STRUCTURES Including, but not limited to construction or expansion of a laundry facility	1470		110,000	110,000			IN PROGRESS
	<b>SUBTOTAL NON-DWELLING STRCTS.</b>	<b>1470</b>		<b>110,000</b>	<b>110,000</b>			
NY12-2 Taylor Apts.	REPLACEMENT RESERVE	1490		523,516	523,516	523,516	523,516	COMPLETE
	<b>TOTAL REPLACEMENT RESERVE</b>	<b>1490</b>		<b>523,516</b>	<b>523,516</b>	<b>523,516</b>	<b>523,516</b>	

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development # Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
	<b>TOTAL</b>			<b>2,453,194</b>	<b>2,453,194</b>	<b>1,074,272</b>	<b>1,020,354</b>	

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program No: NY06P01250104 Replacement Housing Factor No:				Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide Troy Housing Authority	09/07/06			09/07/08			
NY12-6 Phelan Apts.	09/07/06			09/07/08			
NY12-7 MLK Apts.	09/07/06			09/07/08			
NY12-8 Kane Apts.	09/07/06			09/07/08			
NY12-9 Grand St. Apts.	09/07/06			09/07/08			

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Troy Housing Authority <b>Original Annual Statement submitted by 8-12-2005 based on actual allocation</b>	Grant Type and Number Capital Fund Program Grant No: NY06P01250105 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Submission with Agency Plan for 2006  Based on Original Annual Statement 8-12-05  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no:1 09-30-05)  Performance and Evaluation Report for Period Ending: (may include recent or planned revisions)  Final Performance & Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	442,214.60	442,214.60		
3	1408 Management Improvements				
4	1410 Administration	221,107.30	221,107.30		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	69,990	29,652		
8	1440 Site Acquisition				
9	1450 Site Improvement	147,751	0		
10	1460 Dwelling Structures	933,297	1,357,549.10		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures		30,000		
13	1475 Nondwelling Equipment	130,550	130,550		
14	1485 Demolition				
15	1490 Replacement Reserve	266,163.10	0		
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,211,073	2,211,073		
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

<b>Signature of the Executive Director</b>	<b>Date</b>	<b>Signature of Field Office Manager</b>	<b>Date</b>
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**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: <b>Troy Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P01250105 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2005 Projected Plan</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<b>OPERATIONS</b>	<b>1406</b>						
PHA Wide	Tenant Services, Youth Programs and Other THA Operations			442,214.60				
	<b>TOTAL OPERATIONS</b>	<b>1406</b>		<b>442,214.60</b>				
	<b>ADMINISTRATION</b>	<b>1410</b>						
PHA Wide	CFP Program Salaries and Benefits			221,107.30				
	<b>TOTAL ADMINISTRATION</b>	<b>1410</b>		<b>221,107.30</b>				

PHA Name: <b>Troy Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P01250105 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 2005 Projected Plan</b>		
Dev. # / Name	Gen. Desc of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
	<b>FEES &amp; COSTS</b>	<b>1430</b>						
NY12-1 Corliss Park	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		836	9,405	0			Alternate Funds being sought
NY12-1 Corliss Park	Inspect, Repair and Replace Roofs as needed			8,893	8,893			
NY12-2 Taylor Apts.	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		210	2,362	0			Alternate Funds being sought
NY12-4 Fallon/Sweeney	Replace Storm Doors, Front & Rear		122	3,660	3,660			
NY12-4 Fallon/Sweeney	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		164	1,845	0			Alternate Funds being sought
NY12-6 Phelan Court	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		277	3,116	0			Alternate Funds being sought
NY12-7 MLK Apts.	Replace Front Storm Doors		120	3,600	3,600			
NY12-7 MLK Apts.	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		503	5,656	0			Alternate Funds being sought
NY12-8 Kane Apts.	Repair/Replace Ground Floor Flooring			1,748	1,748			
NY12-8 Kane Apts.	Install Electrical Handicapped Access Entry Doors			682	682			
NY12-8 Kane Apts.	Interior Painting			2,887	2,887			
NY12-8 Kane Apts.	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		120	2,250	0			Alternate Funds being sought
NY12-9 Grand Street	Replace historic wood trim and finishes on facias, brick molding and cornices		10 Buildings	7,500	7,500			
NY12-11 Conway Court	Install Electrical Handicapped Access Entry Doors			682	682			
NY12-11 Conway Court	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		82	922	0			Alternate Funds being sought
NY12-12 Griswold Heights	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		1,314	14,782	0			Alternate Funds being sought
	<b>TOTAL FEES &amp; COSTS</b>	<b>1430</b>		<b>69,990</b>	<b>29,652</b>			

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005 Projected Plan		
Dev. # / Name	Gen. Desc of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
	<b>DWELLING STRUCTURES</b>	<b>1460</b>						
NY12-1 Corliss Park	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		836	125,400	0			Alternate Funds being sought
NY12-1 Corliss Park	Inspect, Repair and Replace Roofs as needed			118,587	118,587			
NY12-2 Taylor Apts.	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		210	31,500	0			Alternate Funds being sought
NY12-4 Fallon/Sweeney	Replace Storm Doors, Front & Rear		122	48,800	48,800			
NY12-4 Fallon/Sweeney	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		164	24,600	0			Alternate Funds being sought
NY12-6 Phelan Court	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		277	41,550	0			Alternate Funds being sought
NY12-7 MLK Apts.	Replace Front Storm Doors		120	48,000	48,000			
NY12-7 MLK Apts.	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		503	75,450	0			Alternate Funds being sought
NY12-8 Kane Apts.	Repair/Replace Ground Floor Flooring			23,310	23,310			
NY12-8 Kane Apts.	Install Electrical Handicapped Access Entry Doors			9,100	9,100			
NY12-8 Kane Apts.	Interior Painting			38,500	38,500			
NY12-8 Kane Apts.	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		120	30,000	0			Alternate Funds being sought
NY12-9 Grand Street	Replace historic wood trim and finishes on facias, brick molding and cornices		10 Buildings	100,000	100,000			
NY12-11 Conway Court	Install Electrical Handicapped Access Entry Doors			9,100	9,100			
NY12-11 Conway Court	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		82	12,300	0			Alternate Funds being sought
NY12-12 Griswold Heights	Repair, Replace & Install Smoke and Carbon Monoxide Detectors as needed		1,314	197,100	0			Alternate Funds being sought

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: <b>Troy Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P01250105 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2005 Projected Plan</b>			
Dev. # / Name	Gen. Desc of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NY12-9 Grand Street	Dwelling Structure Improvements including, but not limited to, interior and exterior renovations of 14 apartments and maintenance area.			0	962,152.10			Continuation from previous CFP Item
<b>TOTAL DWELLING STRUCTURES</b>		<b>1460</b>		<b>933,297</b>	<b>1,357,549.10</b>			

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01250105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005 Projected Plan		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<b>SITE IMPROVEMENTS</b>	<b>1450</b>						
NY12-12 Griswold Heights	Closure of old, abandoned oil tanks buried under ground			147,751	0			
	<b>TOTAL SITE IMPROVEMENTS</b>			<b>147,751</b>	<b>0</b>			
	<b>DWELLING EQUIPMENT</b>	<b>1465.1</b>						
NY12-1 Corliss Park	Replace 15 year old refrigerators for energy efficiency		184	64,400	64,400			
NY12-4 Fallon/Sweeney	Replace refrigerators for energy efficiency		64	22,400	22,400			
NY12-4 Fallon/Sweeney	Replace stoves		64	22,400	22,400			
NY12-8 Kane Apts.	Replace stoves		61	21,350	21,350			
	<b>TOTAL DWELLING EQUIPMENT</b>	<b>1465.1</b>		<b>130,550</b>	<b>130,550</b>			
NY12-7 MLK Apts.	Non dwelling Structure Improvements, including but not limited to additional sprinkler production to east wing of mansion building			0	30,000			Transferred from prior CFP via Fungibility
	<b>TOTAL NONDWELLING STRUCTURES</b>	<b>1470</b>		<b>0</b>	<b>30,000</b>			
	<b>REPLACEMENT RESERVE</b>	<b>1490</b>						
NY12-2 Taylor Apts.	Replacement Reserves			266,163.10	0			
	<b>REPLACEMENT RESERVE</b>	<b>1490</b>		<b>266,163.10</b>	<b>0</b>			
	<b>GRAND TOTAL</b>			<b>2,211,073</b>	<b>2,211,073</b>			

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

<b>PHA Name: Troy Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P01250105 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2005 Projected Plan</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Troy Housing Authority		Grant Type and Number Capital Fund Program No: NY06P01250105 Replacement Housing Factor No:					Federal FY of Grant:	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
PHA Wide								
NY12-1 Corliss Park	08/18/07			08/18/09				
NY12-2 Taylor Apts.	08/18/07			08/18/09				
NY12-4 Fallon/Sweeney	08/18/07			08/18/09				
NY12-6 Phelan Court	08/18/07			08/18/09				
NY12-7 MLK Apts.	08/18/07			08/18/09				
NY12-8 Kane Apts.	08/18/07			08/18/09				
NY12-9 Grand Street	08/18/07			08/18/09				
NY12-11 Conway Court	08/18/07			08/18/09				
NY12-12 Griswold Heights	08/18/07			08/18/09				

**Annual Statement  
P and E Report on  
Replacement Reserve**

**US Department of Housing and Urban Development**  
Office of Public and Indian Housing

OMB Approval 2577-0157

Comprehensive Grant Program

See Page 3 for Instructions and Public Reporting burden statement

**Part I Summary**

HA Name  <b>Troy Housing Authority</b>	Submission (mark one) <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Revised Annual Statement / Revision No. <u>3</u> <input checked="" type="checkbox"/> Performance & Evaluation Report as of <b>6/30/05</b> (submitted with 2006 Annual Plan)
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Section 1: Replacement Reserve Status Must be completed each year there is a balance in the replacement reserve.	Estimated	Actual
1. Replacement Reserve Interest Earned (account 6200/1420.7; equals line 17 of section 2, below) <b>T-Bill Rate = 2.24%</b>	199,026.95	117,931.81
2. Replacement Reserve Withdrawal (equals line 16 of section 2, below)	4,045,145.74	4,045,145.74
3. Net Impact on Replacement Reserve (line 1 minus line 2; equals line 18 of section 2, below)	-3,846,118.79	-3,927,213.93
4. Current FFY Funding for Replacement Reserve (line 15 of form HUD-52837)	839,416.00	839,416.00
5. Replacement Reserve Balance at End of Previous Program Year (account 2830)	10,184,328.92	10,184,328.92
6. Replacement Reserve Balance at End of Current Program Year (line 4 + line 5 + (or -) line 3) (account 2830)	7,177,626.13	7,096,530.99

Section 2: Replacement Reserve Withdrawal Report Complete this section if there is withdrawal/expenditure activity	Estimated Cost		Actual Cost
Summary by Account (6200 subaccount)	Column 1 Original	Column 2 Revised	Column 3 Expended
1. Reserved			
2. 1406 Operations			
3. 1408 Management Improvements			
4. 1410 Administration	108,059.00	108,059.00	0.00
5. 1415 Liquidated Damages			
6. 1430 Fees and Costs	507,523.00	541,121.00	95,812.25
7. 1440 Site Acquisition			
8. 1450 Sites Improvement	226,000.00	226,000.00	211,000.00
9. 1460 Dwelling Structures	6,115,410.00	6,115,410.00	3,736,031.49
10. 1465 Dwelling Equipment -Nonexpendable	50,000.00	50,000.00	0.00
11. 1470 Nondwelling Structures			
12. 1475 Nondwelling Equipment			
13. 1485 Demolition			
14. 1495 Relocation Costs	52,000.00	52,000.00	2,302.00
15. 1498 Mod Used for Development			
15.5 1502 Contingency	0.00	0.00	0.00
16. Replacement Reserve Withdrawal (sum of lines 2 thru 15)	7,058,992.00	8,094,674.00	4,045,145.74
17. 1420.7 Replacement Reserve Interest Income	0.00	0.00	0.00
18. Net Withdrawal from Replacement Reserve (line 16 minus line 17)	7,058,992.00	7,092,590.00	4,045,145.74
19. Amount of line 16 related to LBP Activities			
20. Amount of line 16 related to Section 504 Compliance			
21. Amount of line 16 related to Emergencies			

Signature of the Executive Director	Date	Signature of Field Office Manager	Date
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**Annual Statement  
P and E Report  
on Replacement Reserve  
Comprehensive Grant Program**

**US Department of Housing and Urban Development  
Office of Public and Indian Housing**

Part II: Supporting Pages							
Development		Development					
Number/Name	General Description of	Account	Total Estimated Cost		Total Actual Cost		
HA-Wide	Major Work Categories	Number	Original	Revised <u>1</u>	Funds Obligated <u>1</u>	Funds Expended <u>1</u>	Status of Proposed Work
Activities							
THA-Wide	<b>ADMINISTRATION</b>	1410	74,059.00	74,059.00	74,059.00	41,617.00	IN PROGRESS
	Salaries for Comp Grant Dept. Mod Coordinator, Housing Project Manager						
	Fringe benefits for above	1410	34,000.00	34,000.00	34,000.00	24,442.00	IN PROGRESS
	<b>Sub-Total</b>		<b>108,059.00</b>	<b>108,059.00</b>	<b>108,059.00</b>	<b>66,059.00</b>	
NY012-002	<b>A/E FEES</b>	1430	507,523.00	541,121.00	507,027.00	491,407.52	IN PROGRESS
John P. Taylor Apts	For rehabilitation of Bldg. 3 - John P. Taylor Apts						
	<b>Sub-Total</b>		<b>507,523.00</b>	<b>541,121.00</b>	<b>507,027.00</b>	<b>491,407.52</b>	
NY012-002	<b>SITE IMPROVEMENTS</b>	1450	226,000.00	226,000.00	212,800.00	212,800.00	IN PROGRESS
John P. Taylor Apts	Exterior site lighting - playground area, tree removal & new tree planting, new sidewalks & site fencing, topsoil & lawns, recondition parking lot, new stairs & handicap ramp, temporary construction fencing						
	<b>Sub-Total</b>		<b>226,000.00</b>	<b>226,000.00</b>	<b>212,800.00</b>	<b>212,800.00</b>	

1To be completed at the end of the program year.

**Annual Statement  
P and E Report  
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Comprehensive Grant Program**

**US Department of Housing and Urban Development  
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Development Number/Name	General Description of Major Work Categories	Development Account Number	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
HA-Wide	Activities	Number	Original	Revised <u>1</u>	Funds Obligated <u>1</u>	Funds Expended <u>1</u>	
NY012-002	<b>DWELLING STRUCTURES</b>	1460	6,115,410.00	6,115,410.00	5,480,950.00	4,286,736.09	IN PROGRESS
John P. Taylor Apts	Asbestos & lead abatement, renovate 1st floor for The Ark, demolition of floors 2-9 for 64 new apts., replace elevators, new bathrooms & kitchens, new boilers/gas service, new hot water quipment,sprinklers, new electric service, individual apt. meters, new interior & exterior lighting, etc.						
	<b>Sub-Total</b>		<b>6,115,410.00</b>	<b>6,115,410.00</b>	<b>5,480,950.00</b>	<b>4,286,736.09</b>	
NY012-002	<b>DWELLING EQUIPMENT</b>	1465	50,000.00	50,000.00	0.00	0.00	IN PROGRESS
John P. Taylor Apts	Ranges & Refrigerators; replace existing ranges & refrigerators with energy efficient appliances						
	<b>Sub-Total</b>		<b>50,000.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>	
NY012-002	<b>RELOCATION COST</b>	1495	52,000.00	52,000.00	52,000.00	28,452.38	IN PROGRESS
John P. Taylor Apts	Tenant moving and The Ark relocation costs						
	<b>Sub-Total</b>		<b>52,000.00</b>	<b>52,000.00</b>	<b>52,000.00</b>	<b>28,452.38</b>	
NY012-002	<b>CONTINGENCY</b>	1502	0.00	0.00			
John P. Taylor Apts	Provide funds for unforeseeable change orders						
	<b>Sub-Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	<b>TOTAL</b>		<b>7,058,992.00</b>	<b>7,092,590.00</b>	<b>6,360,836.00</b>	<b>5,085,454.99</b>	

1To be completed at the end of the program year.

# 2006 AGENCY PLAN - RESIDENT ADVISORY COUNCIL

COMMENTS FROM MEETING ON SEPTEMBER 28, 2005

## Meeting Participants

NAME	REPRESENTING	NAME	REPRESENTING
Dick Lewis	Grand Street Apartments	Rose Adams	Corliss Park
Nancy Edwards	Corliss Park	Darlene Robert	Martin Luther King Apts.
Deborah Butler	Taylor Apartments	Keith Gentry	Martin Luther King Apts.
Ginny Clark	Taylor Apartments	Helen Leppanen	THA Resident Program Coord.
Tom Hulihan	THA Dir. Plng. & Prg. Dev.		

Overview of process and plan was provided, changes and highlights were discussed in detail. The following comments were received and recorded relative to the plan:

## FLAT RENTS

**Ouch; they should not go up so high.** (It was pointed out that this was the first increase since 1999 and future annual increases will not be so severe).

**When do they take effect?** (After January 1, 2006).

**How much notice will tenants be given?** (Increases will be effective at next recertification).

## WAITING LIST PREFERENCE CHANGES - ALLOWING CERTAIN CIRCUMSTANCES TO BYPASS THE WAITING LIST AT THE DISCRETION OF THE EXECUTIVE SECRETARY

**Discretionary decisions should not be the sole responsibility of one person; it should be a board decision.** (Perhaps a committee consisting of the Executive Secretary and two board members would make sense).

**Generally, victims of domestic violence do not make good neighbors; violence often follows them.**

**Sometimes people in shelters have come from out of the area (e.g. New York City), they should not be allowed to jump the waiting list.**

## GRAND STREET RESTRICTION ON FAMILIES WITH SMALL CHILDREN

**This makes good sense because there is nothing for children to do on Grand Street.**

## SECURITY DEPOSITS

**How come we no longer get statements of interest on our security deposits?** (These are sent out by the bank – M&T – and are only required if the interest is over \$10.00).

## PET POLICY

**People have too many pets – more enforcement is needed. We are also opposed to Security Deposits because that means permission and no one would register their pets.**

## COMMUNITY SERVICE REQUIREMENT

**People are starting to volunteer more for Tenant Associations and in Help With Homework Clubs.**

# 2005 AGENCY PLAN – PUBLIC COMMENT MEETING

September 19, 2005 7:00 PM at Kane Apartments

## Participants

NAME	REPRESENTING

*Meeting was publicly noticed in the local newspaper on July 30, 2005. Director of Planning and Program Development was at this location from 6:30 PM to 7:30 PM. No representatives from the public came to discuss the plan.*

**SECTION 8 PROJECT-BASED VOUCHERS**  
**PLANS FOR 2004, 2005 & 2006**  
**(ny012a14)**

The Troy Housing Authority plans to pursue the project-basing of Section 8 Vouchers, up to the maximum allowable, in accordance with the Initial Guidance on Revisions to PHA Project Based Assistance Program published in the Federal Register on January 16, 2001 (66 FR 3605). Based on the number of Section 8 Vouchers we will administer in 2004 (804), the housing authority may pursue project-basing up to 160 vouchers. Such project-basing will occur within the City of Troy in areas and buildings that are most suited to the populations being served.

Presently within the City of Troy, participants within the Section 8 Program are finding it increasingly more difficult to locate apartments that meet their needs and measure up to Housing Quality Standards. This is especially true for our frail elderly population and for families with young children. For the frail elderly there are a limited number of apartments that are handicapped adaptable and offer the array of services they need to remain in the community. Additionally, due to the age of the housing stock within the city, many families with young children are finding it difficult to locate apartments that are free of the hazards associated with lead-based paint.

During 2004 & 2005 the Troy Housing Authority project-based former NYS Public Housing units revitalized using Low-Income Housing Tax Credits at the John F. Kennedy Towers at 2100 Sixth Avenue (in Qualified Census Tract 407). The 265 very small studio and 1-bedroom units at Kennedy Towers have been transformed into 135 spacious one and two bedroom apartments that are all handicapped adaptable (134 have been project based). Additionally, the Troy Housing Authority may pursue during 2006, the project-basing of units that have been freed of the hazards associated with lead paint and are otherwise suited to families with young children. Project basing of such units for these populations is consistent with the PHA Plan for the Troy Housing Authority and will assure the greater availability of such units for Section 8 participants now and into the future. The exact location of these units has not yet been determined.

# TROY HOUSING AUTHORITY FOLLOW UP PLAN FOR THE 2004 RESIDENT SERVICE AND SATISFACTION SURVEY

The Troy Housing Authority recognizes the importance of the Resident Service and Satisfaction Survey (RASS). We are very pleased to see that our response rate has remained steady at 32% over the past two years.

To promote the survey we circulated flyers in English and Spanish, published articles in our newsletter, and held informational meetings. We will continue to do all that we can to improve our response rate for the next survey cycle.

Of the 472 surveys sent to Troy Housing Authority residents 139 surveys were returned. From these responses significant data was generated that will help us to understand the perceptions of our residents and make improvements where appropriate. A summary of our overall scores is as follows:

Survey Section	National Average	THA 2004	THA 2003	THA 2002	Comments
Maintenance & Repair	84.6%	<b>83.0%</b>	<b>90.7%</b>	<b>88.7%</b>	
Communication	75.2%	<b>69.0%</b>	<b>73.3%</b>	<b>75.6%</b>	----- Follow-up Plan Required -----
Safety	81.3%	<b>71.9%</b>	<b>77.7%</b>	<b>75.1%</b>	----- Follow-up Plan Required -----
Services	91.7%	<b>90.0%</b>	<b>95.0%</b>	<b>97.6%</b>	
Neighborhood Appearance	77.7%	<b>71.3%</b>	<b>70.5%</b>	<b>67.1%</b>	----- Follow-up Plan Required -----

## **COMMUNICATION – REQUIRED FOLLOW-UP PLAN**

Communication seems to have done well at small and/or concentrated sites (Fallon/Sweeney, Grand, Kane, Conway & Taylor) and not so well at larger sites (Corliss, Phelan, Martin Luther King, and Griswold). We will continue to address this through our Resident Program Coordinator and through site-based Tenant Associations.

## **SAFETY – REQUIRED FOLLOW-UP PLAN**

Given the current global state of affairs, we are not surprised that fewer and fewer people report feeling safe. However, we continue to do all that we can to address the safety and well-being of all of our tenants. The Troy Housing Authority does conduct thorough screenings of all new residents and we have expanded this to include nation-wide criminal background checks. We will continue our efforts to make tenants aware of this process. We also note that improved lighting is requested at our largest sites (Corliss & Griswold) and we will evaluate to determine what improvements can be made. Broken locks were reported as problematic at our high rise location and we believe this is related to the main entryway of buildings we are presently making plans to vacate and relocate the tenants to access controlled buildings. Vacant unit concerns at another site are also being addressed.

## **NEIGHBORHOOD APPEARANCE – REQUIRED FOLLOW-UP PLAN**

Neighborhood Appearance did very well at several sites (Kane, Conway, Grand and Fallon/Sweeney), typically where significant capital improvement investment was recently made. Other sites (Corliss, Taylor, Phelan, Martin Luther King and Griswold) did less well. At all sites we intend to step up our efforts to address abandoned cars, broken glass, noise, trash/litter, graffiti and vacant units, as needed. At Corliss and Griswold, we have plans to address building exteriors and we recently expanded their community recreation building. Concerns at Taylor Apartments are being addressed through building rehabilitation and tenant relocation and pest concerns at Martin Luther King are being turned over to our exterminator contractor.